

Vermilion Housing Authority



Board of Commissioners

May 20, 2021

Board Packet



TO: All Interested Parties

FROM: Jaclyn Vinson, Executive Director

DATE: May 14, 2021

SUBJECT: Board of Commissioners Monthly Meeting

The regular meeting of the Board of Commissioners of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority is scheduled for **Thursday, May 20, 2021 at 4:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois and will be held via teleconference.**

JV:sh



TO: Board of Commissioners

FROM: Jaclyn Vinson, Executive Director

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Copies of information and business items are enclosed. Please contact me at (217) 444-3101 if you have any questions.

JV:sh
Enclosures



**BOARD OF COMMISSIONERS
REGULAR MEETING
VIA TELECONFERENCE AND
FAIR OAKS ADMINISTRATION BOARD ROOM
THURSDAY, MAY 20, 2021
AGENDA**

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda [voice vote]
4. Public and Resident Comments:
Comments will be accepted on items listed on the agenda for action at the May Board of Commissioners meeting with a 3 minute limit or with an authorized form signed and turned in prior to the meeting-ED
5. Approval of April 15, 2021 - VHA Board Minutes (pages 1-9)
6. Police Reports (pages 10-11)
7. Department Reports:
 - (a) Public Housing (pages 12-13)
 - (b) HCV (pages 14-15)
 - (c) Family Services (pages 16-18)
 - (d) Finance (pages 19-38)
 - (e) Personnel (page 39)
8. New Business [all the below items – roll call vote]
 - * (a) Length of Criminal Trespass “Barring” (pages 40-43)
 - * (b) Destruction of verbatim recordings of Board of Commissioners meetings from January 2017 to December 2017 (pages 44-46)



9. Other Business
 - (a) 2021 Admissions and Continued Occupancy Policy (ACOP) for Public Housing -- First Read (pages 47-61)

10. Closed Session for Personnel Matters
Pursuant to the IL Open Meetings Act:
5 ILCS 120/2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority

11. Chairman/Commissioner Comments

12. Adjournment

***NEED BOARD APPROVAL AND/OR RESOLUTION**

-The next regularly scheduled meeting of the Board of Commissioners is June 17, 2021 via teleconference. ♦ We will begin at 4:00 p.m.

♦ Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, IL

MINUTES OF
April 15, 2021
REGULAR BOARD MEETING

The Board of Commissioners of the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority met in regular session on April 1, 2021 at 4:03 p.m. via Zoom. Upon roll call requested by Chairman O'Shaughnessy, those present and absent were:

PRESENT: Carla Boyd (4:23 p.m.), Alicia Geddis, Chairman – Pat O'Shaughnessy, Gary Miller and Lindsay VanFleet
ABSENT: Vice Chairman Tyson Park and Deanna Witzel
ALSO PRESENT: Executive Director, Jaclyn Vinson; Sue Harden; Chief Financial Officer, Amber McCoy and Director of Housing Operations, Brittany Savalick

Chairman O'Shaughnessy called for any additions or deletions to item number 3 on the agenda. None were presented. Chairman O'Shaughnessy then called for a motion to approve the agenda as presented. Commissioner Geddis moved that the agenda be approved as presented. Commissioner Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to approve the agenda which produced the following:

AYES: A. Geddis, P. O'Shaughnessy, G. Miller and L. VanFleet
NAYES: None
ABSENT: C. Boyd, T. Parks and D. Witzel

Chairman O'Shaughnessy opened the floor to public and resident comments, item number 4 on the agenda. None were presented.

Chairman O'Shaughnessy asked for any additions or deletions to the minutes from the March 18, 2021 Regular Board Meeting Minutes item number 5 on the agenda. None were presented. Chairman O'Shaughnessy stated that if there were no additions or corrections, he needs a motion to approve the minutes. Commissioner Miller made a motion that the minutes from the March 18, 2021 Regular Board Meeting Minutes be approved. Commissioner Geddis seconded the motion. Chairman O'Shaughnessy called for a roll call vote to approve the minutes of the March 18, 2021 Regular Board Meeting Minutes which produced the following:

AYES: P. O'Shaughnessy, G. Miller, L. VanFleet and A. Geddis
NAYES: None
ABSENT: T. Parks, D. Witzel and C. Boyd

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Chairman O'Shaughnessy asked for item number 6 on the agenda – Police Reports. Mrs. Vinson stated there were 17 police calls for March.

Chairman O'Shaughnessy asked for item number 7 on the agenda – Director's reports.

(a) **Public Housing** – Brittany Savalick went over the March report. She stated they were at 100% occupancy for all AMPs.

(b) **HCV/Section 8** – Brittany Savalick went over the March report. She stated they have 476 active vouchers.

(c) **Family Services** – Brittany Savalick went over the March report.

(d) **Finance** – Amber McCoy went over the Finance, TAR's and Expenditures Reports for March. A question and answer session followed.

(e) **Personnel** – Mrs. Vinson went over the March report.

Chairman O'Shaughnessy asked if there were any other questions regarding the reports. None were presented.

Chairman O'Shaughnessy asked for item number 8 on the agenda – Solid Waste Contract Approval for Central; Solid Waste Contract Approval for North County; Solid Waste Contract Approval for South County; Fair Oaks Utility Relocation Contract Approval and Power Washing Buildings at Fair Oaks and Beeler Terrace.

(a) **Solid Waste Contract Approval for Central** – Amber McCoy went over the contract. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner Geddls made a motion to approve the Solid Waste Contract Approval for Central. Commissioner VanFleet seconded it.

RESOLUTION NO. 2021-9

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS d/b/a VERMILION HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and

undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, the Authority to approve Republic Services for the waste removal services for the Danville sites not to exceed \$5,913.16; and

WHEREAS, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority desires to approve such action.

NOW, THEREFORE, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of Republic Services for the waste removal services for the Danville sites not to exceed \$5,913.16.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Solid Waste Contract Approval for Central which produced the following:

AYES: G. Miller, L. VanFleet, A. Geddis and P. O'Shaughnessy
NAYES: None
ABSENT: C. Boyd, T. Parks and D. Witzel

Chairman O'Shaughnessy thereupon declared said motion carried.

(b) Solid Waste Contract Approval for North County Amber McCoy went over the contract. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner Geddis made a motion to approve the Solid Waste Contract Approval for Central. Commissioner VanFleet seconded it.

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RESOLUTION NO. 2021-10

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS,
d/b/a VERMILION HOUSING AUTHORITY**

WHEREAS, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, the Authority to approve Republic Services for the waste removal services for the North County sites not to exceed \$1,119.80; and

WHEREAS, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority desires to approve such action.

NOW, THEREFORE, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of Republic Services for the waste removal services for the North County sites not to exceed \$1,119.80.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Solid Waste Contract Approval for North County which produced the following:

AYES: T. Vanfleet, A. Geddis, P. O'Shaughnessy and G. Miller

NAYES: None
ABSENT: C. Boyd, T. Parks and D. Witzel

Chairman O'Shaughnessy thereupon declared said motion carried.

(c) **Solid Waste Contract Approval for South County** Amber McCoy went over the contract. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner Geddis made a motion to approve the Solid Waste Contract Approval for Central. Commissioner VanFleet seconded it.

RESOLUTION NO. 2021-11

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS d/b/a VERMILION HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, the Authority to approve Republic Services for the waste removal services for the South County sites not to exceed \$748,49; and

WHEREAS, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority desires to approve such action.

NOW, THEREFORE, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of Republic Services for the waste removal services for the South County sites not to exceed \$748,49.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith.

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excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

Section 4. **This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.**

Chairman O'Shaughnessy called for a roll call vote to approve the Solid Waste Contract Approval for South County which produced the following:

AYES: A. Geddis, P. O'Shaughnessy, G. Miller and L. VanFleet
NAYES: None
ABSENT: T. Parks, D. Witzel and C. Boyd

Chairman O'Shaughnessy thereupon declared said motion carried.

(d) **Fair Oaks Utility Relocation Contract Approval** – Mrs. Vinson went over the contract. A question and answer session followed. Chairman O'Shaughnessy asked if there were any other questions. None were presented. Commissioner Geddis made a motion to approve the Fair Oaks Utility Relocation Contract. Commissioner Miller seconded it.

RESOLUTION NO. 2010-12

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS d/b/a VERMILION HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, the Authority to approve Schomburg & Schomburg for the Fair Oaks Utility Relocation not to exceed \$379,826.91; and

WHEREAS, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority desires to approve such action.

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NOW, THEREFORE, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of Schomburg & Schomburg for the Fair Oaks Utility Relocation not to exceed \$379,826.91.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Fair Oaks Utility Relocation Contract which produced the following:

AYES: P. O'Shaughnessy, G. Miller, L. VanFleet and A. Geddis
NAYES: None
ABSENT: T. Parks, D. Witzel and C. Boyd

Chairman O'Shaughnessy thereupon declared said motion carried.

(c) **Power Washing Buildings at Fair Oaks and Beeler Terrace** - Mrs. Vinson went over the bids. A question and answer session followed. Chairman O'Shaughnessy asked if there were any other questions. None were presented. Commissioner Geddis made a motion to approve the Power Washing Buildings at Fair Oaks and Beeler Terrace. Commissioner VanFleet seconded it.

RESOLUTION NO. 2021-13

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS d/b/a VERMILION HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment;

projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, to approve Midwest Power Washing to perform the power washing services at Fair Oaks and Beeler Terrace at a cost not to exceed \$51,290.00; and

WHEREAS, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority, desires to approve such action.

NOW, THEREFORE, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of Midwest Power Washing to perform the power washing services at Fair Oaks and Beeler Terrace at a cost not to exceed \$51,290.00.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Power Washing Buildings at Fair Oaks and Beeler Terrace which produced the following:

AYES: G. Miller, L. VanLleet, A. Geddis and P. O'Shaughnessy
NAYES: None
ABSENT: C. Boyd, T. Parks and D. Witzel

Chairman O'Shaughnessy thereupon declared said motion carried.

Chairman O'Shaughnessy asked for item 9 on the agenda – Other Business – Length of Criminal Trespass “Barring” – First Read and Resident Opportunities for Self-Sufficiency.

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(a) **Length of Criminal Trespass "Barring" – First Read** – Brittany Savafick went over the Length of Criminal Trespass "Barring". A question and answer session followed.

(b) **Resident Opportunities for Self-Sufficiency** – Mrs. Vinson stated the Housing Authority was awarded the ROSS Grant for 3 years. A question and answer session followed.

Chairman O'Shaughnessy asked for item 10 on the agenda Chairman/Commissioner Comments. None were presented.

Chairman O'Shaughnessy stated that with the agenda items satisfied he would entertain a motion to adjourn the meeting. Commissioner Boyd made the motion to adjourn. Commissioner Geddis seconded the motion. Chairman O'Shaughnessy called for a roll call vote to adjourn the meeting which produced the following:

AYES: L. VanFleet, C. Boyd, A. Geddis, P. O'Shaughnessy and G. Miller
NAYES: None
ABSENT: T. Parks and D. Witzel

The meeting was adjourned at 4:36 p.m.

_____ Date: _____

Chairman
The Housing Authority of the City of
Danville, Illinois d/b/a Vermilion Housing Authority,
Board of Commissioners

_____ Date: _____

Secretary/Treasurer
The Housing Authority of the City of
Danville, Illinois d/b/a Vermilion Housing Authority,
Board of Commissioners

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VHA - Police Reports in Commercial News - April 2021

Date	Type	Location	Description
4/1/2021	Police	Fair Oaks	Theft in the 1000 block of Belton
4/4/2021	Police	Fair Oaks	Aggravated assault in the 900 block of Campbell
4/4/2021	Police	Fair Oaks	Resisting arrest, obstruction in the 1600 block of Clyman
4/7/2021	Police	Fair Oaks	Theft in the 900 block of Redden
4/7/2021	Police	Fair Oaks	Criminal trespass to State property in the 1600 block of Clyman
4/7/2021	Police	Fair Oaks	Criminal trespass to land in the 1600 block of Clyman
4/13/2021	Police	Fair Oaks	Criminal trespass to property in the 1000 block of Campbell Lane. A man was issued a notice to appear
4/13/2021	Police	Beeler	Battery in the 300 block of Bradley Lane
4/13/2021	Police	Beeler	Battery in the 300 block of Bradley Lane
4/13/2021	Police	Fair Oaks	Wanted on a warrant in the 1600 block of East Fairchild. A man was arrested
4/13/2021	Police	Fair Oaks	Assist other agency in the 1600 block of East Fairchild
4/17/2021	Police	Fair Oaks	Fraud in the 1600 block of Clyman
4/17/2021	Police	Fair Oaks	Residential burglary in the 900 block of Fowler
4/18/2021	Police	Fair Oaks	Unauthorized use of another's credit/debit card in the 900 block of Redden
4/18/2021	Police	Fair Oaks	Aggravated assault in the 1600 block of East Fairchild
4/18/2021	Police	Fair Oaks	Wanted on a warrant in the 900 block of Hubbard
4/21/2021	Police	Fair Oaks	Wanted on a warrant in the 1000 block of Campbell
4/27/2021	Police	Fair Oaks	Wanted on a warrant, aggravated unlawful use of a weapon, no FOID - felon, possession of a controlled substance - delivery, and possession of cannabis - intent in the 900 block of Belton. A man was arrested
4/27/2021	Police	Fair Oaks	Criminal trespass to property in the 900 block of Redden Court. A man was arrested
4/28/2021	Police	Fair Oaks	Aggravated assault with a deadly weapon, criminal damage to property, obstructing a peace officer, and disorderly conduct in the 1600 block of East Fairchild

	FY 2021		FY 2022	
	2021	2021	2022	2021
Total Police Calls	YTD Police: 20			
March				
February	22			
January	33			
December	11			
November	9			
October	23			
September	33			
August	33			
July	31			
June	14			
May	15			
Apr	20			

- FO-11(PV)MC-1CM-1XC-1
- FO-14(CH-1)ET-2(MC-2)PVC-1CN-1
- FO-18(CH-2)ET-2(PV)S-5CM-3
- FO-6(CH-1)MC-1)ET-1(PV)C-1
- FO-9
- FO-17)ET-1)MC-2)PVC-1
- FO-20(B-1)MC-2)CH-2)CM-2)PVC-1
- FO-31(B-1)MC-1
- FO-28)ET-1
- FO-12(CH)MC-1
- FO-7(B-1)ET-1
- FO-17)ET-1

Total Calls for the Month:	FY 2021		FY 2022	
	2021	2021	2022	2021
	20		20	12

FO - 507.30.5
 NI - Inmate Services
 NI - Air Side
 C - Church
 NCT - Non Sw 206
 CS - Call K. Mark
 I - Inmate Services
 NI - Inmate Services
 *Include County Preparation as well

2021 Monthly Occupancy Report

April

AMP	End of Month Occupancy	TOTAL UNITS PER COMMU	Vacant for Demo	OCCUPIED UNIT %
AMP 101-Fair Oaks	211	260	47	99%
AMP 102-Beeler, Churchill, Madison Ct.	107	108		99%
AMP 103- Mer Che	92	93		99%
AMP 104- County Sites	193	212	18	99%
GRAND TOTAL THIS MONTH	603	673	65	99%
GRAND TOTAL LAST MONTH	615	673	58	100%

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Demo Update

Fair Oaks	
Transferred/Transferring	13
Voucher Not Porting	25
Porting	72
Awaiting Eligibility	0
Moved out on own	11
Leased up with HCV	15
Total	92

Ramey Court	
Transferred/Transferring	9
Awaiting Transfer	0
Voucher Route	5
Vacant Prior to Approval	8
Porting	1
Abandoned	1
Moved out on own	2
Total	26

HCV April 2021 Board Report

UTILIZATION

- New Admissions: 9
- Terminations: 3
 - 1- Program Compliance
 - 2- Voluntary

Month	Year										2021 Total
	2019	2020	2021								
			FUP	REG	CEMO	VASH	VASH 16	CP	Port- Out	PMII	
1	387	449	9	338		47	51	5	12	4	466
2	387	451	8	339		46	52	5	14	4	468
3	384	460	7	337	3	45	53	5	14	4	468
4	390	470	7	342	7	42	55	5	14	4	476
5	402	458	7	340	11	47	56	5	13	4	480
6	403	460									
7	407	469									
8	405	469									
9	406	464									
10	417	466									
11	425	465									
12	436	463									
Grand Total	4856	5547	36	1696	21	527	267	23	89	20	2598

Legend:

FUP- Family Unification

Reg.- Regular

VASH- Veteran Administration Supportive Housing

VASH16- Cannon Place (Project-Based)

CP- Crosspoint Referral

Port-Out- Payable Port-Outs

PMII- Prairie Meadows Phase II (Project-Based)

FUNDING

JAN	910	46%	51%
FEB	910	45%	52%
MAR	910	46%	52%
YTD	2730	45%	52%

JAN	\$224,438	\$221,408	98%	\$475.32
FEB	\$224,438	\$236,136	105%	\$69.65
MAR	\$224,438	\$229,112	102%	\$485.51
YTD	\$673,314	\$686,656	102%	\$484.45

- JMA- Unit Months Available
- JML- Unit Months Leased
- ABA- Annu. Budget Authority
- HAP- Housing Assistance Payment
- PUC- Per Unit Cost (Average)

FAMILY SERVICES MONTHLY ACTIVITY REPORT - Month Ending: April 2021

I. PROGRAM STATISTICS

This reporting information includes unduplicated monthly totals per grant program.

FAMILY SERVICES:

- The Family Services department is continuing to build partnerships in the community.
- Working with the Hope Center assist youth with school assignments and stay in touch with families.
- Raising Highly Capable Kids Pilot
- ROSS Webinars:
 - Families and Finance
 - Predatory Practices Impacting Elders and People with Disabilities
 - How to Seamlessly Track Your Resident Opportunity and Self-Sufficiency (ROSS) Grant Program
 - Engaging HUD-assisted Residents in Financial Empowerment
 - ROSS-SC Data Dashboard Webinar 3: Advanced Performance Metrics & Data Quality

COMPREHENSIVE PREVENTION GRANTS:

TEEN PREGNANCY PREVENTION

- PREP webinars
- Implementation at North Ridge
- Recreating/updating PowerPoint sessions for remote facilitation

II. MEETINGS HELD/ STAFF TRAINING ATTENDED DURING THE MONTH:

- Women's Care Clinic Raising Highly Capable Kids
 - Communities Empowering Families for Success - Raising Highly Capable Kids wants to help you give your child that fighting chance to combat the negative influences that inundate them daily. This 13-week, bilingual, evidence-based program helps parents raise healthy, caring and responsible children. With some helpful information, encouragement from others and your commitment, raising highly capable kids really is possible.
- Youth Mental health First Aid Training
- DACC Leadership Boot Camp
- Meeting re: ROSS Program
- Mental Health First Aid Training

III. MONTHLY PROGRAM HIGHLIGHTS - (grants applied for and awarded, success stories, special meetings/events, description of new staff, special holiday events)

Department of Human Services

- Draw the Line/Respect the Line implementation
- TPP webinars/Zoom meetings and trainings:
 - Trauma Informed Training
 - Spreading the Word About Your Program: "Applying Strategies from Contagious"

News from The Hope Center:

- We have moved and are settling into our new space. Thank you to the Housing Authority for making this new space available to us! We think it will serve us well and will allow us to make a greater impact in the lives of families involved with Hope Center programming. If anyone would like a brief tour of our new location, please let us know and we'd be glad to set something up!
- We have 5 weeks left in the school year, and we're trying to finish strong and help our students finish this school year well!
- A new initiative we're starting this Thursday, May 13 is to have some regular programming with Girl Scouts. This first session will be some STEM activities for girls.
- This summer, we're planning on having some of our regular summer programming: soccer camp, Vacation Bible school, and a day camp. Dates, times, etc. are still in the works! We're also hoping to have a small vegetable garden where kids can help plant, grow, and harvest their own vegetables to eat.
- If you have any questions or want more info, please reach out to Nathan Lenstra at 217-474-1293 or Lenstra80@yahoo.com

Hope Center

1607 Clyman Ln.

Danville, IL 61832

www.hopecenterdanville.org

www.facebook.com/hopecenterdanville

News from The Dwelling Place:

- Our Day Center video has been placed on our website on the Day Center page. www.thedwellingplace2017.us
- Fundraiser: Breakfast & Break-a-Balloon (See attached flyer)

The Dwelling Place
of Vermilion County

Breakfast & Break-a-Balloon Fundraiser

Saturday, June 26
8:00 am - 11:00 am
at The Dwelling Place
(First Presbyterian Church Gym)
100 N. Franklin, Danville

Menu

Biscuits & Gravy
Fresh Fruit, Juice or Coffee

*Marie's Kitchen
has an extra special
preparation of the biscuits*

To Benefit the
Homeless &
Those At Risk of
Homelessness
in Vermilion County

\$10 per person
Children under 16 - Free
Includes:
Breakfast, 2011 Plus
and 2012 21 Plus

Break-a-Balloon

- 9 Balloons - \$150
for a chance to win merchandise worth \$250⁺
- 7 Balloons - \$50
for a chance to win merchandise worth \$100⁺
- 5 Balloons - \$35
for a chance to win merchandise worth \$50⁺
- 3 Balloons - \$15
for a chance to win merchandise worth \$25⁺
- 1 Balloon - \$5
for a chance to win merchandise worth \$5⁺



Smith Assistance
Bedrick Family Care
McGhie and Sons Valley
Teddy's and Bulvey
Errol Morgan Family
Washington Family
Rosenbaum Chevrolet

&
Full-Fill Industries

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To: *Jaclyn Vinson, Executive Director*
 From: *Amber McCoy, Chief Financial Officer*
 Date: *May 10, 2021*
 Re: *Finance Report*

Public Housing Operating Fund

	April 2021	FY 22 YTD
XXXX	\$ 2,197.49	\$15,132.79
AMF 101	\$ 67,364.38	\$107,225.58
AMF 102	\$5,584.50	\$5,184.50
AMF 103	(\$2,000.84)	(\$2,300.54)
AMF 104	\$7,001.78	\$7,092.75
Total	\$12,147.21	\$12,734.58

Section 8

Section 8 is currently showing a gain of \$9,734.89 for the month and an overall gain of \$9,534.59 for the year.

Teen Pregnancy

HACD received a payment this month for the Teen Pregnancy Prevention Grant of \$0.00. However, we have received a loan the month of the amount of \$17,744.69. VEA has been paid through February 2021.

Public Housing Capital Fund

Capital Fund 2018, HACD, funds were drawn down in the amount of \$0.00. Capital Fund 2019, HACD, funds were drawn down in the amount of \$31,264.37. Capital Fund 2019, VCHDA, funds were drawn down in the amount of \$0.00. Capital Fund 2020, HACD, funds were drawn down in the amount of \$69,068.60. Capital Fund 2020, VCHDA, funds were drawn down in the amount of \$1,574.99.

CARE's Act Funding

	April 2021	Expended Year-To-Date	Available Balance
AMF 101	\$6,415.38	\$224,576.29	\$52,293.71
AMF 102	\$1,773.89	\$49,394.78	\$27,725.25
AMF 103	\$2,553.60	\$41,180.61	\$8,343.39
AMF 104	\$2,891.15	\$77,185.26	\$19,513.74
UCV - Section 8	\$0.00	\$47,136.89	\$58,135.11
Total	\$13,734.02	\$439,373.83	\$106,011.20

Vendor Invoices Outstanding

Vendor accounts receivable for the month have increased in total to \$36,333.77.

Notable AP Expenditures

Parsons Group	\$11,985.20	Fair Oaks site water service project
Schunburg's Fire Alarm	\$59,065.60	Martha Leavitt project

Veteran Housing Authority

Balance Sheet - Detail

Reporting for periods as of 4/30/2021

Assets	Total Public Housing	100 COCC	601 K91 Orla	902 Dealer CTR Madison	103 Martine	104 County	800 HCV
11110 Gen Op Fund	3,132,821.17	1,183,821.17	0.00	0.00	0.00	0.00	0.00
11115 HCV Fund	0.00	0.00	0.00	0.00	0.00	0.00	24,063.99
11170 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
11200 Interfund	18,223.18	(5,005,578.89)	2,756,790.97	(275,368.87)	16,117.32	470,307.15	(126.18)
11260 AR Tenants	56,209.77	0.00	14,139.21	3,900.75	4,290.93	14,726.51	199,484.80
11265 Allow Doubtful	(6,733.50)	0.00	(600.73)	(78.56)	(1,622.59)	(4,391.75)	(66,481.80)
11269 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12110 Payroll WC	51,808.37	51,808.37	0.00	0.00	0.00	0.00	0.00
12101 Payroll Ins	118,678.86	481.22	49,564.33	14,253.80	15,369.94	15,976.18	3,238.41
12102 Payroll Solt	0.00	0.00	0.00	0.00	0.00	0.00	2,948.11
12105 Payroll UCY	0.00	0.00	0.00	0.00	0.00	0.00	1,560.00
14001 Vehicles	226,139.68	0.00	78,290.58	18,772.00	18,400.00	4,585.00	23,373.00
14002 Equipment	1,105,035.61	59,351.30	439,283.76	179,183.60	33,747.77	18,475.00	0.00
14003 Development	17,061,581.86	333,744.93	2,151,339.33	2,573,107.00	1,361,757.00	10,670,229.34	0.00
14004 Structures	23,743,065.49	354,389.97	12,744,544.29	8,550,532.89	3,639,311.98	2,066,297.00	0.00
14005 Account Dupes	(28,758,440.79)	(1,359,310.45)	(24,075,055.66)	(11,341,565.25)	(6,599,882.12)	(8,382,593.84)	(1,599.13)
14006 Land	914,591.00	39,169.55	387,956.65	151,874.31	137,410.39	191,180.00	0.00
14009 SWC	4,811,223.24	0.00	1,937,518.00	1,537,648.80	955,824.44	0.00	0.00
Total Assets	\$ 12,839,807.78	\$ 286,737.94	\$ 5,399,732.89	\$ 1,880,240.29	\$ 1,648,110.66	\$ 3,624,986.10	\$ 267,663.26
Liability							
21100 Acct Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21105 Sec Dep	39,919.35	0.00	39,109.75	5,999.60	1,030.00	28,154.99	0.00
21154 Health Ins	(10,337.75)	(43,037.90)	0.00	0.00	0.00	0.00	0.00
21156 Dental Ins	(2,614.70)	(2,614.70)	0.00	0.00	0.00	0.00	0.00
21170 Unemployment	(1,119.87)	(1,115.82)	0.00	0.00	0.00	0.00	0.00
21171 Garnishments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21172 Vacat	(27.49)	(27.49)	0.00	0.00	0.00	0.00	0.00
21173 Life Ins	(153.10)	(153.10)	0.00	0.00	0.00	0.00	0.00
21195 Res Training	18,116.43	0.00	7,245.50	(607.16)	761.57	5,096.18	0.00
211912 Supp	1,339.60	1,290.60	0.00	0.00	0.00	0.00	0.00
21200 Accrued PR	3,119.24	2,359.24	4,241.45	1,465.01	1,365.88	3,987.46	2,068.44
21201 Accrued Tax	1,079.57	195.80	397.72	1,267.11	104.45	228.54	158.24
21300 EPC Acc P/L	21,944.96	0.00	(5,074.12)	6,256.04	7,656.80	0.00	0.00
21303 EPC Car Prin	45,707.77	0.00	12,352.64	10,325.24	8,539.84	0.00	0.00
21301 EPC M/V	85,789.88	0.00	11,581.20	13,555.47	19,170.07	0.00	0.00
21302 EPC Replace	14,037.82	0.00	1,540.50	4,567.48	6,925.28	0.00	0.00
21302 Accrued Vac	10,869.79	10,538.22	8,540.75	1,935.25	2,444.95	12,845.69	4,783.05
21370 P/L ST	39,241.67	0.00	(1,468.05)	10,481.87	9,368.28	10,029.57	0.00
22100 Prepaid Rents	13,562.00	0.00	7,410.70	2,373.10	1,501.70	2,276.00	0.00
22150 Unearned Rents	0.00	0.00	0.00	0.00	0.00	0.00	68,389.11
23000 Fund EPC	1,731,913.61	0.00	813,959.59	502,254.35	415,639.27	0.00	0.00
Total Liability	\$ 1,293,638.69	\$ (28,903.61)	\$ 900,625.62	\$ 574,691.81	\$ 169,918.43	\$ 77,447.44	\$ 75,398.83
Equity							
38020 Net Ex Assets	7,533,698.37	33,246.21	1,644,059.45	1,305,935.81	1,266,479.37	3,210,630.25	187,524.40
38020 Unrestricted	4,772,567.22	244,762.83	3,718,418.17	541,259.44	13,285.08	250,613.58	150,300.91
28100 Unreserved	(1,497,899.38)	0.00	(370,735.53)	(394,645.97)	(102,280.68)	0.00	0.00
28262 Reserve FAF	0.00	0.00	0.00	0.00	0.00	0.00	9,870.74
Total	\$ 10,713,466.51	\$ 300,509.06	\$ 4,391,723.89	\$ 1,300,394.98	\$ 1,178,502.67	\$ 3,547,538.66	\$ 179,336.55
Current Year EOP 12/31	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,354.00
Current Year Over 12/31	\$ 132,702.58	\$ 3,137.43	\$ 197,293.31	\$ 3,381.79	\$ (2,300.51)	\$ 7,692.75	\$ 2,721.89
Current Year Net Assets	\$ 132,702.58	\$ 15,132.49	\$ 197,986.38	\$ 3,381.79	\$ (2,300.51)	\$ 7,692.75	\$ 14,121.89
Total Equity	\$ 10,846,169.09	\$ 315,641.55	\$ 4,499,710.27	\$ 1,303,676.48	\$ 1,176,202.13	\$ 3,547,538.66	\$ 192,064.44
Liabilities & Net Assets	\$ 12,839,807.78	\$ 286,737.94	\$ 5,399,732.89	\$ 1,880,240.29	\$ 1,648,110.66	\$ 3,624,986.10	\$ 267,663.26

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Vermilion Housing Authority
Operating Statement - Public Housing - Public Housing Combined
April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 798,722.00	\$ 78,677.00	\$ 78,522.00	10%
Non-Dwelling Rental	\$ 22,030.00	\$ 1,840.00	\$ 1,840.00	8%
Interest Income	\$ 9,278.00	\$ 669.39	\$ 669.39	7%
Other Income	\$ 187,279.00	\$ 9,066.91	\$ 9,066.91	5%
Subsidy	\$ 3,335,002.00	\$ 285,934.00	\$ 295,914.00	9%
Total Revenue	\$ 4,352,361.00	\$ 396,112.50	\$ 386,112.30	9%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 510,481.00	\$ 37,815.58	\$ 37,815.58	7%
Legal	\$ 70,542.00	\$ (250.00)	\$ (250.00)	0%
PBA Mngt. Exp.	\$ -	\$ -	\$ -	0%
Mileage/Travel/Training	\$ 4,775.00	\$ -	\$ -	0%
Other Administrative Exp	\$ 136,360.00	\$ 5,518.56	\$ 5,548.50	4%
<i>Total Administrative Expense</i>	<i>\$ 722,158.00</i>	<i>\$ 43,114.14</i>	<i>\$ 43,114.14</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 15,408.00	\$ 1,284.00	\$ 1,284.00	8%
<i>Total Tenant Services Expenses</i>	<i>\$ 15,408.00</i>	<i>\$ 1,284.00</i>	<i>\$ 1,284.00</i>	
<i>Total Utility Expenses</i>	<i>\$ 537,590.00</i>	<i>\$ 42,215.45</i>	<i>\$ 42,216.45</i>	<i>8%</i>
<i>Maintenance</i>				
Salaries	\$ 550,707.00	\$ 45,467.15	\$ 45,467.15	8%
Materials	\$ 226,595.00	\$ 8,421.44	\$ 8,421.44	4%
Contracts	\$ 442,207.00	\$ 15,625.04	\$ 15,625.01	4%
<i>Total Maintenance Expenses</i>	<i>\$ 1,259,509.00</i>	<i>\$ 69,513.63</i>	<i>\$ 69,513.63</i>	
<i>General Expenses</i>				
Insurance	\$ 178,430.00	\$ 14,873.61	\$ 14,873.61	8%
Employee Benefits	\$ 559,581.00	\$ 37,597.86	\$ 37,597.86	7%
Depreciation Expense	\$ 345,800.00	\$ 26,969.04	\$ 26,969.94	8%
Casualty Losses	\$ 5,000.00	\$ -	\$ -	0%
Collection Losses	\$ 29,418.00	\$ 4,921.42	\$ 4,921.42	17%
Energy Perf Cont Expense	\$ 155,021.00	\$ 12,918.67	\$ 12,918.67	8%
<i>Total General Expenses</i>	<i>\$ 1,273,300.00</i>	<i>\$ 97,281.50</i>	<i>\$ 97,281.50</i>	
Total Expenses	\$ 3,807,966.00	\$ 253,409.72	\$ 253,409.72	7%
Surplus - (Deficit)	\$ 544,395.00	\$ 132,702.58	\$ 132,702.58	

Percent of Budget Month 1 of 12

8%

00000021

Vermilion Housing Authority
 Operating Statement - Public Housing - COCC Fund 100
 April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ -	\$ -	\$ -	0%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ -	\$ -	\$ -	0%
Other Income	\$ 49,874.00	\$ -	\$ -	0%
Subsidy	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 49,874.00	\$ -	\$ -	0%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 233,527.00	\$ 17,067.66	\$ 17,067.66	7%
Legal	\$ 4,545.00	\$ -	\$ -	0%
PBA Mngt. Exp.	\$ (428,730.00)	\$ (39,872.50)	\$ (39,872.50)	9%
Mileage/Travel/Training	\$ 3,110.00	\$ -	\$ -	0%
Other Administrative Exp	\$ 17,876.00	\$ (1,139.04)	\$ (1,139.04)	-6%
<i>Total Administrative Expense</i>	<i>\$ (269,672.00)</i>	<i>\$ (23,943.88)</i>	<i>\$ (23,943.88)</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ -	\$ -	\$ -	0%
<i>Total Tenant Services Expenses</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	
<i>Total Utility Expenses</i>	<i>\$ 14,668.00</i>	<i>\$ 567.46</i>	<i>\$ 567.46</i>	<i>4%</i>
<i>Maintenance</i>				
Salaries	\$ -	\$ -	\$ -	0%
Materials	\$ 100.00	\$ -	\$ -	0%
Contracts	\$ 48,129.00	\$ 143.85	\$ 143.85	0%
<i>Total Maintenance Expenses</i>	<i>\$ 48,229.00</i>	<i>\$ 143.85</i>	<i>\$ 143.85</i>	
<i>General Expenses</i>				
Insurance	\$ 602.00	\$ 50.17	\$ 50.17	8%
Employee Benefits	\$ 127,500.00	\$ 8,049.91	\$ 8,049.91	6%
Depreciation Expense	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ -	\$ -	\$ -	0%
Energy Perf Cost Expense	\$ -	\$ -	\$ -	0%
<i>Total General Expenses</i>	<i>\$ 128,102.00</i>	<i>\$ 8,100.08</i>	<i>\$ 8,100.08</i>	
Total Expenses	\$ 21,417.00	\$ (15,132.49)	\$ (15,132.49)	-71%
Surplus - (Deficit)	\$ 28,457.00	\$ 15,132.49	\$ 15,132.49	

Percent of Budget Month 1 of 12

8%

00000022

Vermilion Housing Authority
Operating Statement - Public Housing - Fair Oaks AMP 101
April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 84,575.00	\$ 18,550.00	\$ 18,550.00	22%
Non - Dwelling Rental	\$ 22,090.00	\$ 1,840.00	\$ 1,840.00	8%
Interest Income	\$ 3,618.00	\$ 261.06	\$ 261.06	7%
Other Income	\$ 40,165.00	\$ 4,911.95	\$ 4,911.96	12%
Subsidy	\$ 1,844,381.00	\$ 177,343.00	\$ 177,343.00	10%
Total Revenue	\$ 1,994,819.00	\$ 202,906.02	\$ 202,906.02	10%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 105,781.00	\$ 6,987.04	\$ 6,987.04	7%
Todal	\$ 23,850.00	\$ (250.00)	\$ (250.00)	-1%
PBA Mngt. Exp.	\$ 157,170.00	\$ 16,352.50	\$ 16,352.50	10%
Mileage/Travel/Training	\$ 9.00	\$	\$ -	0%
Other Administrative Exp	\$ 7,572.00	\$ 2,728.32	\$ 2,728.32	6%
<i>Total Administrative Expense</i>	<i>\$ 334,382.00</i>	<i>\$ 25,817.86</i>	<i>\$ 25,817.86</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 5,928.00	\$ 494.00	\$ 494.00	8%
<i>Total Tenant Services Expenses</i>	<i>\$ 5,928.00</i>	<i>\$ 494.00</i>	<i>\$ 494.00</i>	
<i>Total Utility Expenses</i>	<i>\$ 205,103.00</i>	<i>\$ 10,382.54</i>	<i>\$ 10,382.54</i>	<i>5%</i>
<i>Maintenance</i>				
Salaries	\$ 248,725.00	\$ 19,422.41	\$ 19,422.41	8%
Materials	\$ 132,174.00	\$ 2,106.63	\$ 2,106.63	2%
Contracts	\$ 178,821.00	\$ 3,357.12	\$ 3,357.12	2%
<i>Total Maintenance Expense</i>	<i>\$ 559,720.00</i>	<i>\$ 24,886.16</i>	<i>\$ 24,886.16</i>	
<i>General Expenses</i>				
Insurance	\$ 74,301.00	\$ 6,199.33	\$ 6,199.33	8%
Employee Benefits	\$ 141,559.00	\$ 10,327.46	\$ 10,327.46	7%
Depreciation Expense	\$ 131,554.00	\$ 10,954.53	\$ 10,954.53	8%
Casualty Losses	\$ 5,000.00	\$ -	\$ -	0%
Collection Losses	\$ 1,000.00	\$ 378.99	\$ 378.99	38%
Energy Perf Cont Expense	\$ 12,860.00	\$ 6,071.77	\$ 6,071.77	8%
<i>Total General Expense</i>	<i>\$ 426,362.00</i>	<i>\$ 33,932.08</i>	<i>\$ 33,932.08</i>	
Total Expenses	\$ 1,532,496.00	\$ 95,512.64	\$ 95,512.64	6%
Surplus - (Deficit)	\$ 462,323.00	\$ 107,393.38	\$ 107,393.38	

Percent of Budget Month 1 of 12

8%

00000023

Vermilion Housing Authority
Operating Statement - Public Housing - Beeler/Madison/Churchill AMP 102
April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 190,203.00	\$ 16,351.00	\$ 16,351.00	9%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,485.00	\$ 107.10	\$ 107.10	7%
Other Income	\$ 23,865.00	\$ 709.75	\$ 709.75	3%
Subsidy	\$ 170,102.00	\$ 38,396.00	\$ 38,396.00	8%
Total Revenue	\$ 685,655.00	\$ 55,563.85	\$ 55,563.85	8%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 47,412.00	\$ 3,176.49	\$ 3,176.49	7%
Legal	\$ 312.00	\$ -	\$ -	0%
PBA Mngt. Exp.	\$ 77,280.00	\$ 6,420.00	\$ 6,420.00	8%
Mileage/Travel/Training	\$ 264.00	\$ -	\$ -	0%
Other Administrative Exp	\$ 16,185.00	\$ 920.85	\$ 920.85	6%
<i>Total Administrative Expense</i>	<i>\$ 141,483.00</i>	<i>\$ 10,517.34</i>	<i>\$ 10,517.34</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,592.00	\$ 216.00	\$ 216.00	8%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,592.00</i>	<i>\$ 216.00</i>	<i>\$ 216.00</i>	
<i>Total Utility Expenses</i>	<i>\$ 84,726.00</i>	<i>\$ 8,501.54</i>	<i>\$ 8,501.54</i>	<i>10%</i>
<i>Maintenance</i>				
Salaries	\$ 106,059.00	\$ 7,116.45	\$ 7,116.45	7%
Materials	\$ 25,978.00	\$ 972.86	\$ 972.86	4%
Contracts	\$ 60,082.00	\$ 3,395.49	\$ 3,395.49	6%
<i>Total Maintenance Expenses</i>	<i>\$ 192,129.00</i>	<i>\$ 11,484.80</i>	<i>\$ 11,484.80</i>	
<i>General Expenses</i>				
Insurance	\$ 17,350.00	\$ 2,279.22	\$ 2,279.22	8%
Employee Benefits	\$ 77,784.00	\$ 4,747.82	\$ 4,747.82	6%
Depreciation Expense	\$ 103,503.00	\$ 8,623.96	\$ 8,623.96	8%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 1,902.00	\$ 62.25	\$ 62.25	0%
Energy Perf Chrg Expense	\$ 44,956.00	\$ 3,746.42	\$ 3,746.42	8%
<i>Total General Expenses</i>	<i>\$ 255,495.00</i>	<i>\$ 19,459.67</i>	<i>\$ 19,459.67</i>	
Total Expenses	\$ 676,425.00	\$ 50,179.35	\$ 50,179.35	7%
Surplus - (Deficit)	\$ 8,230.00	\$ 5,384.50	\$ 5,384.50	

Percent of Budget Month 1 of 12

8%

00000024

Vermilion Housing Authority
Operating Statement - Public Housing - Merche AMP 103
April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 179,040.00	\$ 13,650.00	\$ 13,660.00	8%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,299.00	\$ 93.71	\$ 93.71	7%
Other Income	\$ 4,081.00	\$ 1,813.20	\$ 1,813.20	20%
Subsidy	\$ 338,555.00	\$ 24,521.00	\$ 24,521.00	7%
Total Revenue	\$ 522,975.00	\$ 40,037.91	\$ 40,087.91	8%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 47,671.00	\$ 5,637.67	\$ 5,637.52	12%
Legal	\$ 300.00	\$ -	\$ -	0%
PBA Mngt. Exp.	\$ 65,400.00	\$ 5,520.00	\$ 5,520.00	8%
Mileage/Travel/Training	\$ 243.00	\$ -	\$ -	0%
Other Administrative Exp	\$ 12,371.00	\$ 977.36	\$ 977.36	8%
Total Administrative Expenses	\$ 125,935.00	\$ 12,134.98	\$ 12,134.98	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,184.00	\$ 182.00	\$ 182.00	8%
Total Tenant Services Expenses	\$ 2,184.00	\$ 182.00	\$ 182.00	
Total Utility Expenses	\$ 68,220.00	\$ 8,102.02	\$ 8,102.02	12%
<i>Maintenance</i>				
Salaries	\$ 71,071.00	\$ 3,455.05	\$ 3,455.05	5%
Materials	\$ 15,580.00	\$ 479.81	\$ 479.81	3%
Contracts	\$ 47,811.00	\$ 3,816.31	\$ 3,816.31	8%
Total Maintenance Expenses	\$ 134,462.00	\$ 7,751.17	\$ 7,751.17	
<i>General Expenses</i>				
Insurance	\$ 23,045.00	\$ 1,920.40	\$ 1,920.49	8%
Employee Benefits	\$ 41,530.00	\$ 3,510.17	\$ 3,510.17	8%
Depreciation Expense	\$ 49,036.00	\$ 4,086.39	\$ 4,086.39	8%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 11,465.00	\$ 1,600.75	\$ 1,600.75	14%
Energy Perf. Cont. Expense	\$ 37,205.00	\$ 3,100.48	\$ 3,100.48	8%
Total General Expenses	\$ 165,281.00	\$ 14,218.28	\$ 14,218.28	
Total Expenses	\$ 456,087.00	\$ 42,388.45	\$ 42,388.45	9%
Surplus - (Deficit)	\$ 31,893.00	\$ (2,300.54)	\$ (2,300.54)	

Percent of Budget Month 1 of 12

8%

00000025

Vermilion Housing Authority
Operating Statement - Public Housing - County Properties AMP 104
April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue:				
Dwelling Rental	\$ 37,964.00	\$ 30,061.00	\$ 30,061.00	9%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 2,876.00	\$ 207.52	\$ 207.52	7%
Other Income	\$ 64,251.00	\$ 1,632.00	\$ 1,632.00	3%
Subsidy	\$ 681,864.00	\$ 55,651.00	\$ 55,654.00	8%
Total Revenue	\$ 1,094,038.00	\$ 87,554.52	\$ 87,554.52	8%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 76,091.00	\$ 4,946.77	\$ 4,946.77	7%
Legal	\$ 41,505.00	\$ -	\$ -	0%
PBA Mngt. Exp.	\$ 128,880.00	\$ 11,580.00	\$ 11,580.00	9%
Mileage/Travel/Training	\$ 1,145.00	\$ -	\$ -	0%
Other Administrative Exp	\$ 42,407.00	\$ 2,061.07	\$ 2,061.07	5%
Total Administrative Expense	\$ 290,032.00	\$ 18,587.84	\$ 18,587.84	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 4,704.00	\$ 392.00	\$ 392.00	8%
Total Tenant Services Expenses	\$ 4,704.00	\$ 392.00	\$ 392.00	
Total Utility Expenses	\$ 163,873.00	\$ 14,662.89	\$ 14,662.89	9%
<i>Maintenance</i>				
Salaries	\$ 161,842.00	\$ 15,473.24	\$ 15,473.24	9%
Materials	\$ 52,763.00	\$ 4,862.14	\$ 4,862.14	9%
Contracts	\$ 107,362.00	\$ 4,912.27	\$ 4,912.27	5%
Total Maintenance Expenses	\$ 321,967.00	\$ 25,247.65	\$ 25,247.65	
<i>General Expenses</i>				
Insurance	\$ 53,092.00	\$ 4,424.40	\$ 4,424.40	8%
Employee Benefits	\$ 168,118.00	\$ 10,962.50	\$ 10,962.50	7%
Depreciation Expense	\$ 61,709.00	\$ 3,305.06	\$ 3,305.06	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 15,051.00	\$ 2,879.43	\$ 2,879.43	19%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
Total General Expenses	\$ 297,970.00	\$ 21,571.39	\$ 21,571.39	
Total Expenses	\$ 1,061,546.00	\$ 80,461.77	\$ 80,461.77	7%
Surplus - (Deficit)	\$ 12,492.00	\$ 7,092.75	\$ 7,092.75	

Percent of Budget Month 1 of 12

8%

00000026

Vermilion Housing Authority
 Operating Statement - HCY - Section 8
 April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Fraud Recovery	\$ 22,500.00	\$ 1,977.38	\$ 1,977.38	9%
Interest Income	\$ 500.00	\$ 45.44	\$ 45.44	9%
Administrative Fees	\$ 301,761.00	\$ 30,424.00	\$ 30,424.00	10%
Total Revenue	\$ 324,761.00	\$ 32,446.82	\$ 32,446.82	10%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 182,751.00	\$ 13,794.00	\$ 13,794.09	8%
Legal	\$ 1,000.00	\$ -	\$ -	0%
Mileage/Travel/Training	\$ -	\$ 159.84	\$ 159.84	0%
Other Administrative Exp	\$ 33,834.00	\$ 2,336.13	\$ 2,336.13	7%
<i>Total Administrative Expense</i>	<i>\$ 217,585.00</i>	<i>\$ 16,290.06</i>	<i>\$ 16,290.06</i>	
<i>General Expenses</i>				
Insurance	\$ 4,812.00	\$ 401.06	\$ 401.06	8%
Employee Benefits	\$ 95,694.00	\$ 5,636.26	\$ 5,636.26	6%
Depreciation Expense	\$ 11,075.00	\$ 384.55	\$ 384.55	0%
<i>Total General Expenses</i>	<i>\$ 106,578.00</i>	<i>\$ 6,421.87</i>	<i>\$ 6,421.87</i>	
Total Expenses	\$ 324,163.00	\$ 22,711.93	\$ 22,711.93	7%
Surplus - (Deficit)	\$ 598.00	\$ 9,734.89	\$ 9,734.89	

Percent of Budget Month 1 of 12 3%

00000027

Vermilion Housing Authority
Operating Statement - Teen Pregnancy Prevention - State Grant
April 2021

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Subsidy	\$ 125,052.00	\$ -	\$ 79,172.89	63%
Total Revenue	\$ 125,052.00	\$ -	\$ 79,172.89	63%
Operating Expenses				
Salaries	\$ 60,370.03	\$ 4,028.80	\$ 48,257.73	80%
Mileage/Travel/Training	\$ 596.00	\$ -	\$ 1,698.54	283%
Other Administrative Exp	\$ 29,264.57	\$ 4,255.76	\$ 19,119.77	65%
Employee Benefits	\$ 34,821.30	\$ 1,788.89	\$ 27,846.54	80%
Total Operating Expenses	\$ 125,052.00	\$ 10,072.95	\$ 96,917.58	78%
Surplus - (Deficit)	\$ -	\$ (10,072.95)	\$ (17,744.69)	

Percent of Budget Month: 10 of 12 83%

00000028

Vermilion Housing Authority
First Financial Bank - Authority Account
April 2021

Balance Sheet

Assets

111105 Cash	320,539.53
111110 CD - Matures 12 31 20	-
Total Assets	320,539.53

Liabilities

2111 Accounts Payable	0.00
Total Liabilities	0.00

Equity

2820 Operating Reserves - Retained Earnings	320,531.63
Current Year Operating - Gain/(Loss)	7.90
Total Liabilities & Equity	320,539.53

Income Statement

	Current Month	Year to Date
Operating Revenue		
Interest Income	7.90	7.90
Other Income	0.00	0.00
Total Revenue	7.90	7.90
Operating Expenses		
Other Administrative Expenses	0.00	0.00
Total Expenses	0.00	0.00
 Surplus - (Deficit)	 7.90	 7.90

00000029

CAPITAL FUND 2018 - DANVILLE

Original Est. 4/28/2021
 Class. Estimate 5/28/2021

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	4/30/2021 Obligation
Operations 1406	\$ 228,173.00	\$ -	\$ 228,173.00	\$ -	0.0%	\$ 228,173.00
Maint. Improvements 1408						
Improvements	\$ 50,768.00	\$ -	\$ 50,768.00	\$ -		\$ 50,768.00
Marketing and Advertising	\$ -	\$ -	\$ -	\$ -		\$ -
Indefinite Term (Post-Tel. Int.)	\$ 4,721.00	\$ -	\$ 4,721.00	\$ -		\$ 4,721.00
Background Check Information	\$ 1,410.00	\$ -	\$ 1,410.00	\$ -		\$ 1,410.00
	\$ 61,899.00	\$ -	\$ 61,899.00	\$ -	0.0%	\$ 61,899.00
Administration 1410						
Administration Comp. PMA Wtd.	\$ 114,086.50	\$ -	\$ 114,086.50	\$ -	0.0%	\$ 114,086.50
Contract Administration 1480						
Wages/Employees Benefits/Modernization Coordinator	\$ 38,240.17	\$ -	\$ 38,240.17	\$ -		\$ 38,240.17
Fees and Costs A&E Taxing	\$ 43,161.85	\$ -	\$ 43,161.85	\$ -		\$ 43,161.85
	\$ 81,402.02	\$ -	\$ 81,402.02	\$ -	0.0%	\$ 81,402.02
Non-Dwelling Interior 1491						
Administration Building Lobby	\$ 70,887.58	\$ -	\$ 70,887.58	\$ -		\$ 70,887.58
For Sewer Mainline Repair	\$ 102,977.89	\$ -	\$ 102,977.89	\$ -		\$ 102,977.89
Verde Lobby and Common Area Renovation	\$ 217,190.58	\$ -	\$ 217,190.58	\$ -		\$ 217,190.58
	\$ 410,956.05	\$ -	\$ 410,956.05	\$ -	0.0%	\$ 410,956.05
Non-Dwelling Construction - Mechanical 1492						
Fire System Upgrades	\$ -	\$ -	\$ -	\$ -		\$ -
Air Filter Replacement	\$ 17,785.00	\$ -	\$ 17,785.00	\$ -		\$ 17,785.00
Door Replacement	\$ -	\$ -	\$ -	\$ -		\$ -
	\$ 17,785.00	\$ -	\$ 17,785.00	\$ -	0.0%	\$ 17,785.00
Dwelling Unit - Site Work 1493						
Sewer and Water Line Repair/Landscaping/Tree Work	\$ 71,858.13	\$ -	\$ 71,858.13	\$ 10,907.01		\$ 71,858.13
Landscaping/Tree Work	\$ 91,097.08	\$ -	\$ 91,097.08	\$ -		\$ 91,097.08
Playground Upgrades	\$ -	\$ -	\$ -	\$ -		\$ -
	\$ 162,955.21	\$ -	\$ 162,955.21	\$ 10,907.01	6.7%	\$ 162,955.21
Dwelling Unit - Exterior 1494						
Window Replacement	\$ 96.54	\$ -	\$ 96.54	\$ -		\$ 96.54
Roof Replacement	\$ 125,512.51	\$ -	\$ 125,512.51	\$ 96,520.04	76.9%	\$ 125,512.51
	\$ 125,609.05	\$ -	\$ 125,609.05	\$ 96,520.04	76.9%	\$ 125,609.05
Total	\$ 1,451,105.00	\$ -	\$ 1,451,105.00	\$ 97,427.01	6.7%	\$ 1,451,105.00

Percent Utilized

6.7%

FOOTNOTE: Positive amounts available represent funds available if there are no negative amounts in the "Available" column. Negative amounts indicate funds are available for that line item without a budget reserve.

00000033

April 30, 2021

CAPITAL FUND 2019 - DANVILLE

Obligation Date: 4/30/2021
 Close Date: 4/30/2021

	Budget	Expended Current Month	Expended YTD-to-Date	Available Balance	Percent Available	4/30/2021 Obligation
Operations 1400	\$ 230,740.00	\$ -	\$ 230,740.00	\$ -	0.0%	\$ 230,740.00
Mgmt. Improvements 1408						
Improvements	\$ 59,382.11	\$ -	\$ 59,382.11	\$ -		
Cameras	\$ 36,711.27	\$ -	\$ 36,711.27	\$ 13,553.27		
Marketing and Advertising	\$ -	\$ -	\$ -	\$ -		
Site Visit and Court Board Training	\$ 12,670.22	\$ 2,671.84	\$ 14,342.06	\$ -		
Background Check Information	\$ 1,000.60	\$ 423.45	\$ 1,424.05	\$ 623.18		
	\$ 114,764.00	\$ 2,671.84	\$ 100,719.15	\$ 14,438.63	12.6%	\$ 114,897.00
Administration 1420						
Administration Costs - Full Time	\$ 119,070.00	\$ -	\$ 119,070.00	\$ -	0.0%	\$ 119,070.00
Contract Administration 1450						
Architect and Engineering Fees	\$ 90,000.00	\$ 15,085.20	\$ 105,085.20	\$ -		\$ 90,000.00
	\$ 90,000.00	\$ 15,085.20	\$ 105,085.20	\$ -	55.1%	\$ 90,000.00
Non-Dwelling Construction - Mechanical 1480						
Data Room - one	\$ 10,400.00	\$ -	\$ 10,400.00	\$ -		
	\$ 10,400.00	\$ -	\$ 10,400.00	\$ -	0.0%	\$ 10,400.00
Dwelling Unit - Site Work 1480						
Cable and Gas Line Repair	\$ 502,053.37	\$ -	\$ 11,223.48	\$ 375,829.91		
Security Training - Two Cops	\$ -	\$ -	\$ -	\$ -		
Landmark Log odds	\$ 78,084.29	\$ -	\$ 78,084.29	\$ -		
	\$ 580,137.66	\$ -	\$ 89,307.77	\$ 490,829.89	80.8%	\$ 580,137.66
Dwelling Unit - Benef. Ion 1480						
Remediation - Air Cops	\$ 153,620.72	\$ 1,290.00	\$ 106,120.41	\$ 47,500.31	50.9%	\$ 153,370.00
	\$ 153,620.72	\$ 1,290.00	\$ 106,120.41	\$ 47,500.31	50.9%	\$ 153,370.00
Total	\$ 1,198,748.00	\$ 21,284.37	\$ 699,541.07	\$ 530,206.93	45.0%	\$ 1,192,007.00

Percent Obligation: 96.0%

00000031

April 30, 2021

CAPITAL FUND 2020 - DANVILLE

Original Date: 3/25/2020
 Close Out Date: 3/25/2021

	Budget	Expected Current Month	Expend. Budget-to-Date	Available Balance	Percent Available	4/30/2021 Obligation
Operations 1406	\$ 256,276.50	\$ -	\$ -	\$ 256,276.50	100.0%	\$ 256,276.50
Mgmt. Improvements 1406						
Messaging and Advertising	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00		
Refrigerated Check Out Computer	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00		
	\$ 11,000.00	\$ -	\$ -	\$ 11,000.00	100.0%	\$ 11,000.00
Administration 1410						
Administrative Costs	\$ 128,263.40	\$ -	\$ -	\$ 128,263.40	100.0%	\$ 128,263.40
Non-Dwelling Interior 1480						
Replace Ceiling Tiles and Flooring - Main Lobby and Hallways	\$ 112,277.00	\$ 68,068.60	\$ 68,068.60	\$ 44,208.40		
	\$ 145,257.40	\$ 81,098.60	\$ 81,098.60	\$ 64,158.80	57.2%	\$ 145,257.40
Dwelling Unit - Exterior 1480						
Window Replacements - Closed Off Tower	\$ -	\$ -	\$ -	\$ -		
Door Replacements - Screen and Extra vs. Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -	\$ -		\$ -
Dwelling Unit - Site Work 1480						
Sign and Waste Enclosures	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00		
Recessed Parking	\$ 10,105.00	\$ -	\$ 10,105.00	\$ -		
	\$ 20,105.00	\$ -	\$ 10,105.00	\$ 10,000.00	49.7%	\$ 10,105.00
Dwelling Unit - Demolition 1450						
Construction Site Remediation - Per Risk	\$ 728,033.20	\$ -	\$ -	\$ 728,033.20		
	\$ 728,033.20	\$ -	\$ -	\$ 728,033.20	100.0%	\$ -
Total	\$ 1,244,785.00	\$ 68,068.60	\$ 78,173.60	\$ 1,221,011.40	91.5%	\$ 916,752.20

Percent Obligated 91.5%

00000032

April 30, 2021

CAPITAL FUND 2019 - COUNTY

Obligation Date: 4/15/2021
Close Out Date: 4/15/2024

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	4/30/2021 Obligation
Operations 1406	\$ 71,985.50	\$ -	\$ 71,985.50	\$ -	0.0%	\$ 71,985.50
Management Improvement 1408	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
Administration 1410	\$ 21,432.05	\$ -	\$ 21,432.05	\$ -	0.0%	\$ 21,432.05
General Capital Activity 1480	\$ 254,950.50	\$ -	\$ 133,380.51	\$ 21,569.99	8.5%	\$ 240,895.07
Collateral Exp./Debt Svc 1501	\$ 26,004.95	\$ -	\$ 26,004.95	\$ -	0.0%	\$ 26,004.95
Total	\$ 374,373.00	\$ -	\$ 352,803.01	\$ 21,569.99	5.8%	\$ 361,257.57

Percent Obligated 97.3%

00000033

April 30, 2021

CAPITAL FUND 2020 - COUNTY

Deficit In Total: 1/22/2025
 Case Out Date: 1/27/2025

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	4/30/2021 Obligation
Operations 1405	\$ 79,329.00	\$ -	\$ 79,329.00	\$ -	0.0%	\$ 79,329.00
Mgmt. Improvements 1406						
Management Improvements	\$ 12,224.00	\$ 1,324.99	\$ 10,899.01	\$ 1,324.99		
	\$ 12,224.00	\$ 1,324.99	\$ 10,899.01	\$ 1,324.99	10.8%	\$ 12,224.00
Administration 1410						
Administration Costs	\$ 39,914.90	\$ -	\$ 39,914.90	\$ -	0.0%	\$ 39,914.90
Non-Dwelling Site Work						
Drainage, Sewerage, and Irrigation	\$ 24,434.00	\$ -	\$ -	\$ 24,434.00		
	\$ 24,434.00	\$ -	\$ -	\$ 24,434.00	100.0%	\$ -
Non-Dwelling Construction - Mechanical						
General and Computer - Central Air Manor	\$ -	\$ -	\$ -	\$ -		
Gas Appliances - Stoves and Ex. Air Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -	\$ -		\$ -
Non-Dwelling Unit - Interior 1450						
Central Air conditioner installation	\$ 60,426.00	\$ -	\$ -	\$ 60,426.00		
	\$ 60,426.00	\$ -	\$ -	\$ 60,426.00	100.0%	\$ 60,426.00
Dwelling Unit - Interior 1450						
Appliances - Refrigerators and Stoves	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00		
	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	100.0%	\$ -
Dwelling Unit - Exterior 1450						
Roof Replacement - Kinnale Court	\$ 14,574.00	\$ -	\$ -	\$ 14,574.00		
	\$ 14,574.00	\$ -	\$ -	\$ 14,574.00	100.0%	\$ -
Dwelling Unit - Demolition 1480						
Removal and Relocation - Ramsey Court	\$ 160,000.00	\$ 250.00	\$ 3,250.00	\$ 156,750.00		
	\$ 160,000.00	\$ 250.00	\$ 3,250.00	\$ 156,750.00	98.0%	\$ 3,250.00
Total	\$ 401,373.00	\$ 1,574.99	\$ 133,525.41	\$ 267,427.59	66.6%	\$ 195,644.00

Percent Obligated 48.7%

00000034

April 30, 2021

CARE's Act Funding

	Grant Amount	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available
AMP 101 - Fair Oaks	\$ 315,842.00	\$ 5,415.38	\$ 221,518.25	\$ 84,293.72	26.0%
AMP 102- Beeler, Madison, Churchill	\$ 76,850.00	\$ 1,773.99	\$ 49,097.75	\$ 27,735.25	36.1%
AMP 103 - Merche	\$ 44,985.00	\$ 2,550.00	\$ 44,100.01	\$ 824.99	1.8%
AMP 104- County Properties	\$ 100,701.00	\$ 2,891.45	\$ 77,125.26	\$ 23,515.74	23.4%
HCV - Section 2	\$ 115,256.00	\$ -	\$ 47,106.89	\$ 68,180.11	59.1%
Total	\$ 654,654.00	\$ 13,730.82	\$ 452,095.80	\$ 202,558.70	30.9%

00000035

Vermilion Housing Authority
Tenant Receivables Outstanding
PHAS Financial Indicator
April 2021

Definition: This subindicator measures the tenant accounts receivable of a project against the tenant charges for the project's fiscal year.

IF the ratio is less than 1.5 - the agencies score is 5.

IF the ratio is equal to or greater than 1.5 and less than 2.5 - the agencies score is 2.

IF the ratio is equal to or greater than 2.5 - the agencies score is 0.

**Ratio is based on a pro-rated calculation of annualized rental income.

March-21	\$	29,970.40	4.52%
April-21	\$	36,200.77	4.67%
May-21			0.00%
June-21			0.00%
July-21			0.00%
August-21			0.00%
September-21			0.00%
October-21			0.00%
November-21			0.00%
December-21			0.00%
January-22			0.00%
February-22			0.00%
March-22			0.00%

Vermilion Housing Authority

AP Expenditures

April 2021

Able Hands	\$800.00
AHMA	\$1,659.00
Ameren Ip	\$20,010.94
Amy K Walls	\$250.00
Aqua Illinois Inc	\$5,055.96
Arnold's Office Supply, Inc	\$417.60
B & D Sales And Service	\$2,762.77
Beiter NOI	\$810.00
Blaine Window Hardware	\$118.62
Butts Locksmith	\$2,322.75
Benjamin Gilbert	\$86.92
Brielyard Disposal & Recycling Inc	\$971.73
Call One	\$1,907.94
Cds Office Technologies (34811)	\$72.97
City of Houpeston	\$2,370.04
Classique Sash & Door	\$157.10
Comcast Cable	\$633.45
Conoco Company	\$1,878.46
Constellation NewEnergy, Inc.	\$370.22
Danielle G. Webb	\$250.00
Dunville Area Community College	\$465.22
Dunville Sanitary	\$8,386.85
Davis-Hook Mechanical Inc.	\$4,656.49
Donycal E Redmond	\$250.00
Everything7go.com LLC	\$4,620.00
Farnsworth Group Inc.	\$15,085.20
Fustend	\$392.14
First Nonprofit Unemployment Program	\$2,122.75
General Electric Co	\$100.80
Georgetown Waterworks	\$4,012.40
Gibson Toldani, Inc.	\$284.70
Granger, Inc	\$727.06
H&I Supply Facilities Maintenance	\$4,020.37
Health Alliance	\$31,038.05
Housing-Renewal & Local Agency Retirement	\$14,183.78
Illini IS	\$1,694.30
Illinois Association of Housing Authorities	\$999.00
Indiana Media Group	\$479.22
James Monty Schroeder	\$100.00
Jasmine R. Spencer	\$250.00
Jennie L. Wall	\$247.50
Jean Lou Merreil	\$1,280.00
Jessica Drew	\$250.00
Jessica J. Stinson	\$250.00
Joshua Martinez	\$250.00
Kelly Printing Company Inc.	\$232.00
Kone Inc.	\$863.58
Lahne Lawncare	\$280.00
La'morre C Martin	\$1,039.50
Mabney, Silverman & Cross,LLC	\$187.50
Melba M. Ellis	\$250.00
Markiese T. Earl	\$250.00
Menards - Menards Of Danville	\$199.98
Mervis Industries, Inc	\$500.00
Motliff Small Business Center	\$1,936.55
Midwest Mailing & Shipping Inc.	\$193.46

00000037

Miller, Hall, & Triggs	\$40.50
Municipal Water Utility	\$95.00
Nan Meloy & Associates Inc.	\$2,730.00
Napa Auto Parts	\$15.98
NJC Cloud Communications America, INC	\$350.44
Paula R Wortham	\$250.00
Qatavia Moore	\$250.00
Qoil	\$1,795.93
Santanna Energy Services	\$958.25
Savannah E. Pope	\$250.00
Schaumburg's Fine Trim	\$69,068.60
Scottie Hardy	\$250.00
Southgreen Pest Management Services	\$2,159.92
Sparklight Business	\$611.19
The Lincoln National Life Insurance Co.	\$147.00
Thyssenkrupp Elevator Corporation	\$1,643.84
Vanessa J Allen	\$250.00
Verizon Wireless	\$362.03
Village of Fairmount	\$215.25
Village of Rossville	\$741.54
Vision Service Plan	\$211.57
Wagner Communications Inc.	\$391.23
Watts Copy System	\$559.37
Total for all Vendors	228,532.51

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Memorandum

TO: Board of Commissioners
FROM: Jaclyn Vinson, Executive Director
DATE: May 14, 2021
RE: Personnel Monthly Report for the Month of April 2021

1. The following personnel action was taken in April 2021:

Fred Smith -- Cleaning Crew & Grounds -- Hired
Teresa Suggs -- Maintenance Laborer - Terminated

2. Staff/Commissioners attended the following training through the Executive Office in April 2021:

IAHA Maintenance & Management Clinic	All Staff
HCV Rent Calculation Danville, IL	Annette McMillan HCV Specialist



LENGTH OF CRIMINAL TRESPASS "BARRING"

VHA Policy

The person will be subjected to the Criminal Trespass policy and be "barred" from the PHA property for a minimum of the following time periods based on, but not limited to, the following reasons:

- One Year
 - Public gambling on Housing Authority property
 - Public drinking on Housing Authority property
 - Vandalism of Housing Authority property under \$100
 - Unlawful possession of any Housing Authority property (including keys)
 - Any City Ordinance violation on Housing Authority property

- Three Years
 - Inciting a riot and/or interfering with official police business on Housing Authority property
 - Vandalism of Housing Authority property in excess of \$100
 - Threats against Housing Authority Staff or property
 - Fighting on Housing Authority property

- Five Years
 - Criminal, violent or disruptive activity on Housing Authority property
 - Possession or use of drugs on or within 1000' of the Housing Authority property
 - Robbery, theft, burglary of Housing Authority property
 - Aggravated battery committed on Housing Authority property
 - Perpetrators of domestic violence on Housing Authority property
 - Unlawful use or possession of weapons on or within 1000' of Housing Authority property
 - A registered sex offender

- Life
 - Persons convicted of violent crime(s), such as but not limited to, assault or battery upon a PHA employee, commissioner, or agent of the PHA.
 - Gang activity on Housing Authority property
 - Subject to a lifetime registration requirement under a state sex offender registration program
 - Murder, sexual assault, or child molestation on the premises of Housing Authority property
 - Manufacture, production, distribution, of illegal drugs or drug paraphernalia on Housing Authority property.

CRIMINAL TRESPASS "BARRED" APPEAL PROCESS

VHA Policy

A person who is on the "barred" list may request an application to be removed as follows:

- If the person has been "barred" for one year, request can be made from one year of the date that person was "barred"
- If the person has been "barred" for three years, request can be made from three years of the date that person was "barred"
- If the person has been "barred" for five years, request can be made from five years of the date that person was "barred"
- If the person has been "barred" for life, no request can be made

The request must be from the "barred" person in writing and mailed to the PHA. The application then will be given to local law enforcement for an extensive background check. Final determination is subject to PHA discretion.

Factors that will be considered in appealing the ban may include, but are not limited to:

1. Seriousness of the offense
2. Length of time and number of violations
3. Effect on the resident family
4. Any other relevant factor as set forth by the VHA

You MUST apply to be removed from the No Trespass list by sending a written request including your name, address and phone number to:

Vermilion Housing Authority
1607 Clyman Lane
Danville, IL 61832

For more information, call: 217-444-3115

RESOLUTION NO. 2021-14

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS
d/b/a VERMILION HOUSING AUTHORITY**

WHEREAS, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, to approve the Length of Criminal Trespass "Barring"; and

WHEREAS, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority, desires to approve such action.

NOW, THEREFORE, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the Length of Criminal Trespass "Barring".
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

ADOPTED at the regular meeting of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority in regular and public session this 20th day of May, 2021.

Ayes _____ Nays _____ Absent _____

THE HOUSING AUTHORITY OF THE CITY OF
DANVILLE d/b/a VERMILION HOUSING
AUTHORITY

By: _____
Its: Chairman

Attest:

By: _____
Its: Secretary/Treasurer

OLD BOARD MINUTE VERBATIM TAPES

1/19/2017
3/15/2017
3/15/2017 - Closed Session
4/20/2017
4/20/2017 - Part 2
5/18/2017
5/18/2017 - Closed Session
6/15/2017
6/29/2017 - Study Session
7/20/2017
8/24/2017
8/24/2017 - Closed Session
9/28/2017
10/19/2017 - Annual Meeting
10/19/2017 - Part 1
10/19/2017 - Part 2
10/19/2017 - Closed Session
11/16/2017
12/21/2017

RESOLUTION NO. 2021-15

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS
d/b/a VERMILION HOUSING AUTHORITY**

WHEREAS, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, to approve the destruction of verbatim Board Minutes from January 2017 to December 2017; and

WHEREAS, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority, desires to approve such action.

NOW, THEREFORE, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the destruction of verbatim Board Minutes from January 2017 to December 2017.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

ADOPTED at the regular meeting of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority in regular and public session this 20th day of May, 2021.

Ayes _____

Nays _____

Absent _____

THE HOUSING AUTHORITY OF THE CITY OF
DANVILLE d/b/a VERMILION HOUSING
AUTHORITY

By: _____
Its: Chairman

Attest:

By: _____
Its: Secretary/Treasurer

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Admissions and Continued Occupancy Policy

2021 Major Changes

Chapter 1- Overview

1-I.C. PUA MISSION

The purpose of a mission statement is to communicate the purpose of the agency to people inside and outside of the agency. It provides the basis for strategy development, identification of critical success factors, resource allocation decisions, as well as ensuring client and stakeholder satisfaction.

PHA Policy

~~The mission of the Housing Authority of the City of Danville, Illinois~~ Vernilton Housing Authority is to provide and develop quality affordable housing opportunities for individuals and families and to assist low-income residents with safe, decent, sanitary, and affordable housing; encourage active resident participation, and provide opportunities for self-improvement which may enhance the residents' self-confidence and economic self-sufficiency. We shall operate in an effective, ethical, and professional manner, and will create and maintain partnerships with our clients and appropriate community agencies to accomplish this mission.

Chapter 3- Eligibility

3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ADMISSION

Criminal Activity [24 CFR 960.203(c)]

Evidence of such criminal activity includes, but is not limited to any record of convictions, arrests, or evictions for suspected drug-related or violent criminal activity of household members within the past ~~three~~ 5 years. A conviction for such activity will be given more weight than an arrest or an eviction. ~~When an applicant or family member has a record of arrest at the time of eligibility determination, the PHA will consider all credible evidence related to the nature of the offense, before determining eligibility. A record of records of arrests will not be used as the sole basis for the denial or proof that the applicant engaged in disqualifying criminal activity.~~ The PHA will consider all credible evidence related to the nature of the offense before determining eligibility.

Previous Behavior [960.203(c) and (d) and PH Occ GB, p. 48]

PHA Policy

~~Has a pattern of evictions from housing or termination from residential programs within the past five years (considering relevant circumstances)~~

~~Has been evicted or terminated from federally assisted housing within a minimum of five years (considering relevant circumstances)~~

3-III.D. SCREENING

Screening for Eligibility

PHA Policy

The PHA will perform criminal background checks through local law enforcement ~~and~~ a national background screening for all adult household members.

3-III.E. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING Notification

PHA Policy

~~The PHA acknowledges that a victim of domestic violence, dating violence, sexual assault, or stalking may have an unfavorable history (e.g., a poor credit history, a record of previous damage to an apartment, a prior arrest record) that would warrant denial under the PHA's policies. Therefore, if the PHA makes a determination to deny admission to an applicant family, the PHA will include in its notice of denial information about the protection against denial provided by VAWA in accordance with section 16-VII-C of this ACOP, a notice of VAWA rights, and a copy of the form HUD-5382. The PHA will request in writing that an applicant wishing to claim this protection notify the PHA within 14 business days.~~

The PHA acknowledges that a victim of domestic violence, dating violence, sexual assault, or stalking may have an unfavorable history (e.g., a poor credit history, poor rental history, a record of previous damage to an apartment, a prior arrest record) due to adverse factors that would warrant denial under the PHA's policies.

While the PHA is not required to identify whether adverse factors that resulted in the applicant's denial are a result of domestic violence, dating violence, sexual assault, or stalking, the applicant may inform the PHA that their status as a victim is directly related to the grounds for the denial. The PHA will request that the applicant provide enough information to the PHA to allow the PHA to make an objectively reasonable determination, based on all circumstances, whether the adverse factor is a direct result of their status as a victim.

The PHA will include in its notice of denial information about the protection against denial provided by VAWA in accordance with section 16-VII-C of this ACOP, a notice of VAWA rights, and a copy of the form HUD-5382. The PHA will request in writing that an applicant wishing to claim this protection notify the PHA within 14 business days.

Chapter 4- Applications

4-I.D. PLACEMENT ON THE WAITING LIST

Eligible for Placement on the Waiting List

PHA Policy

~~The PHA will send written notification of the preliminary eligibility determination within 10 business days of receiving a completed application. If applicable, the notice will also indicate the waiting list preference(s) for which the family appears to qualify.~~

4-II.B. ORGANIZATION OF THE WAITING LIST

PHA Policy

~~The PHA will maintain one single community-wide waiting list for its developments. Within the list, the PHA will designate subparts to easily identify who should be offered the next available unit (i.e. mixed populations, general occupancy, unit size, and accessible units).~~

~~The PHA will not adopt site-based waiting lists.~~

The PHA will maintain a site-based waiting list system, with separate waiting lists for each of the following sites within the PHA's public housing stock:

Central County (Danville)

North County (Hogeston, Rossville)

South County (Georgetown, Fairmount, Allerton)

4-II.C. OPENING AND CLOSING THE WAITING LIST

Reopening the Waiting List

The PHA will give public notice by publishing the relevant information in suitable media outlets including, but not limited to:

4-III.B. SELECTION METHOD

Local Preferences [24 CFR 960.206]

PHA Policy

The PHA will use the following local preferences:

1. Residency
2. ~~Veterans~~
3. ~~Involuntarily displaced by disaster including victims of domestic violence (VAWA)~~
4. Working/Elderly/Disabled

~~In order to bring higher income families into public housing, the PHA will establish a preference for "working" families, where the head, spouse, cohead, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse, or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.206(b)(2)].~~

~~Additional local preference of Homelessness that is not part of the general application process:~~

5. ~~Homeless in Vermilion County partnership with local organization~~

- Residency (3 points): A "residency" preference for a family that resides in Vermilion County, or includes a family member who works, has been notified that they are hired to work, or attends school in Vermilion County.
- Working (3 points): In order to bring higher income families into public housing, the PHA will establish a preference for "working" families, where the head, spouse, cohead, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse, or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.206(b)(2)].
- Elderly/Disabled (5 points): This preference is extended to disabled persons or families with a disabled member as defined in this ACPH.
- Homeless (4 Points): To increase access to available housing units for families experiencing homelessness, a "homeless" preference has been adopted. Verification of this preference will include a written statement from a local partnering agency confirming the family's homeless status.
 - o The PHA will work with, but are not limited to, the following partnering service agencies:
 - Local School Districts
 - Youth Family Resource Center
 - Department of Children and Family Services
 - The Local Mission
 - The Salvation Army
 - Crosspoint Human Services

Involuntarily Displaced by Disaster or Domestic Violence (2 points): The PHA will offer a preference to families that include victims of domestic violence, dating violence, sexual assault, or stalking who has either been referred by a partnering service agency or consortia or who is seeking an emergency transfer under VAWA from the PHA's housing choice voucher program or other covered housing program operated by the PHA or families who are being displaced by fire, flood, earthquake, or another federally declared natural disaster.

The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval.

- Veterans (1 point): A person who served in the active United States Military, Naval or Air Services and who was discharged or released from such service under conditions other than dishonorable.

Local preferences will be aggregated using a system in which each preference will receive an allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.

Among applicants who qualify for an equal number of local preferences, date and time of application will be used to determine placement on the waiting list.

Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]

Steps for Implementation [24 CFR 903.2(c)(1)]

PHA Policy

For developments outside the EIR the PHA will take the following actions to provide for deconcentration of poverty and income mixing:

Shipping a family on the waiting list to reach another family in an effort to further the goals of the PHA's de-concentration policy;

Providing such other strategies as permitted by statute and determined by the PHA in consultation with the residents and the community, through the PHA Annual Plan process, to be responsive to the local context and the PHA's strategic objectives

4-III.D. THE APPLICATION INTERVIEW

PHA Policy

Families selected from the waiting list are required to participate in an eligibility interview.

~~The head of household and the spouse/cohead will be strongly encouraged to attend the interview together. However, either the head of household or the spouse/cohead may attend the interview on behalf of the family. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to the PHA.~~

~~The interview will be conducted only if the head of household or spouse/cohead provides appropriate documentation of legal identity (Chapter 7 provides a discussion of proper documentation of legal identity). If the family representative does not provide the required documentation, the appointment may be rescheduled when the proper documents have been obtained.~~

~~Pending disclosure and documentation of social security numbers, the PHA will allow the family to retain its place on the waiting list for **10 business days**. If not all household members have disclosed their SSNs at the next time a unit becomes available, the PHA will offer a unit to the next eligible applicant family on the waiting list.~~

All adult household members will be strongly encouraged to attend the interview together. However, either the head of household or the spouse/cohead may attend the interview on behalf of the family. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to the PHA.

If the family is claiming a waiting list preference, the family must provide documentation to verify their eligibility for a preference (see Chapter 7). If the family is verified as eligible for the preference, the PHA will proceed with the interview. If the family cannot verify their eligibility for a preference at the initial interview, they will have 10 business days to provide documentation of eligibility for the preference. If the PHA determines the family is not eligible for the preference, the family will be placed back on the waiting list, without the preference(s) claimed, according to the date and time of their application.

4-III.F. FINAL ELIGIBILITY DETERMINATION [24 CFR 960.208]

PHA Policy

The PHA will notify a family in writing of their eligibility within 10 business days of the determination and will provide the approximate date of occupancy insofar as that date can be reasonably determined.

Chapter 5- Occupancy

5-I.B. DETERMINING UNIT SIZE

The PHA's occupancy standards for determining unit size must be applied in a manner consistent with fair housing requirements.

PHA Policy

The PHA will use the same occupancy standards for each of its developments.

The PHA's occupancy standards are as follows:

The PHA will assign one bedroom for each two persons within the household, except in the following circumstances:

- Persons of the opposite sex gender (other than spouses) and children under age 5) will not be required to share a bedroom.
- Persons of different generations will not be required to share a bedroom, except:
- A family that consists of a pregnant woman (with no other persons) will be treated as a two-person family
- Live-in aides will be allocated a separate bedroom. No additional bedrooms will be provided for the live-in aide's family.
- Single person families will be allocated a zero or one bedroom.
- Children related to a household member by birth, adoption, or court awarded custody will be considered when determining unit size.
- Foster children will be considered when determining unit size. The family may add foster children to the household as long as it does not overcrowd the unit based on the PHA's occupancy standards.
- Children away at school, but for whom the unit is considered the primary residence, and children temporarily placed outside the home, will be considered when determining unit size.
- Children in the process of being adopted will be considered when determining unit size.
- Children who will live in the unit less than 50 percent of the time will not be considered when determining unit size.

5-II.C. TIME LIMIT FOR UNIT OFFER ACCEPTANCE OR REFUSAL

PHA Policy

The PHA will offer available units by telephone in accordance with the order of the waiting list. If the PHA does not receive a response from the individual contacted, they will move on to the next eligible applicant with the housing offer. The PHA will document the outcome of each offer.

Chapter 6- Income

6-I.B. HOUSEHOLD COMPOSITION AND INCOME

Temporarily Absent Family Members

The income of family members approved to live in the unit will be counted, even if the family member is temporarily absent from the unit [HCV GR, p. 5-18].

PHA Policy

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Generally an individual who is or is expected to be absent from the assisted unit for 480 ~~90~~ consecutive days or less is considered temporarily absent and continues to be considered a family member. Generally an individual who is or is expected to be absent from the assisted unit for more than 480 ~~90~~ consecutive days is considered permanently absent and no longer a family member. Exceptions to this general policy are discussed below.

6-1.F. EARNED INCOME DISALLOWANCE [24 CFR 960.255; Streamlining Final Rule (SFR) Federal Register 3/8/16]

Information regarding the Original 48 month calculation method was removed. This method no longer applies as of 3/9/2016. The revised 24 month calculation method is described instead.

Calculation Method

Second 12-Month Exclusion

During the second exclusion period of 12 consecutive months, the PHA must exclude at least 50 percent of any increase in income attributable to employment or increased earnings.

PHA Policy

~~During the second 12-month exclusion period, the PHA will exclude 100 percent of any increase in income attributable to new employment or increased earnings.~~

During the second 12-month exclusion period, the PHA will exclude 50 percent of any increase in income attributable to new employment or increased earnings.

During the 24-month eligibility period, the PHA will schedule and conduct an income reexamination each time there is a change in the family member's annual income that affects or is affected by the EID (e.g., when the family member's income falls to a level at or below his or her baseline income, when one of the exclusion periods ends, and at the end of the lifetime maximum eligibility period).

6-1.G. ASSETS [24 CFR 5.609(b)(3) and 24 CFR 5.603(b)]

Types of Assets

Checking and Savings Accounts

PHA Policy

In determining the value of a checking account, the PHA generally will use the average ~~monthly balance~~ for the last six months current balance.

Chapter 7: Verification

7-1.B. OVERVIEW OF VERIFICATION REQUIREMENTS

Requirements for Acceptable Documents

PHA Policy

~~Any documents used for verification must be the original (not photocopies) and generally must be dated within 60 days of the date they are provided to the PHA. The documents must not be damaged, altered or in any way illegible.~~

~~Print outs from web pages are considered original documents.~~

~~The PHA staff member who views the original document must make a photocopy and then annotate the time and date in which the copy was made.~~

~~Any family self-certifications must be made in a format acceptable to the PHA and must be signed in the presence of a PHA representative or PHA notary public.~~

Documents used for verification may be photocopies and generally must be dated within 60 days of the PHA request. The documents must not be damaged, altered or in any way illegible.

Any family self-certifications must be made in a format acceptable to the PHA. Generally, all self-certifications must be signed in the presence of a PHA representative or notary public unless otherwise infeasible.

7-III. VERIFICATION OF PREFERENCE STATUS

The PHA must verify any preferences claimed by an applicant that determined his or her placement on the waiting list.

PHA Policy

The PHA offers a preference for working families, described in Section 4-III.B.

The PHA may verify that the family qualifies for the working family preference based on the family's submission of the working member's most recent paycheck stub indicating that the working member works at least 20 hours per week. The paycheck stub must have been issued to the working member within the last thirty days.

The PHA may also seek third party verification from the employer of the head, spouse, cohead or sole member of a family requesting a preference as a working family.

The PHA offers a residency preference for families that reside in the PHA's jurisdiction, or includes a family member who attends school, works, or has been notified that they are hired to work, in the PHA's jurisdiction, described in Section 4-III.B.

The PHA may verify the family qualifies for the residency preference based on the family's submission of valid identification, pay stubs, or a school schedule.

The PHA may also seek third party verification from the educational institution or employer of the family member claiming the preference.

The PHA offers a preference for working families, described in Section 4-III.B.

The PHA may verify that the family qualifies for the working family preference based on the family's submission of the head, spouse, or cohead's most recent paycheck stub indicating that the working member works at least 20 hours per week. The paycheck stub must have been issued to the working member within the last thirty days.

The PHA may also seek third party verification from the employer of the head, spouse, cohead or sole member of a family requesting a preference as a working family.

The PHA also offers a preference for elderly families, described in Section 4-III.B.

The PHA may verify the family qualifies for the elderly preference based on the submission of valid identification or verification that the head, spouse, cohead, or a sole member is a person 62 years of age or older.

The PHA also offers a preference for families that include a disabled person, described in Section 4-III.B.

The PHA may verify the family qualifies for the disabled preference by the submission of SSI or other disability payments from the SSA, or third-party verification from a knowledgeable professional certifying that the family member meets the HUD definition of disabled.

The PHA also offers a preference for homeless families, described in Section 4-III.B.

The PHA may verify the family qualifies for this preference with written third-party verification from the referring local agency.

The PHA also offers a preference for families who have been involuntarily displaced due to disaster, described in Section 4-III.B.

The PHA will verify the family qualifies for this preference by the submission of an official report from an insurance company, emergency personnel, or government agency.

The PHA also offers a preference for victims of domestic violence, dating violence, sexual assault, or stalking, as described in Section 4-III.B. To verify that applicants qualify for the preference, the PHA will follow documentation requirements outlined in Section 15-VII.D.

The PHA also offers a preference for families where the head, spouse or cohead is a veteran, described in Section 4-III.B.

The PHA will verify the family qualifies for this preference with the submission of a DD214 indicating the veteran was discharged or released from such service under conditions other than dishonorable.

7-III.A. EARNED INCOME

Wages

PHA Policy

For wages other than tips, the family must provide originals (or unaltered copies) of the two most current, consecutive pay stubs.

Chapter 8- Leasing

8-I.E. SECURITY DEPOSITS [24 CFR 966.4(b)(5)]

PHA Policy

Residents must pay a security deposit to the PHA at the time of admission. The amount of the security deposit will be equal to the family's total tenant payment at the time of move-in, and must be paid in full prior to occupancy.

The PHA will hold the security deposit for the period the family occupies the unit. The PHA will not use the security deposit for rent or other charges while the resident is living in the unit.

Residents must pay a security deposit to the PHA at the time of admission. The amount of the security deposit will follow the security deposit schedule below and must be paid in full prior to occupancy.

Generally, the security deposit must be paid in full prior to occupancy. However, if the security deposit imposes an undue financial hardship on the family, the PHA will consider a payment arrangement until the full deposit is collected, on a case-by-case basis.

8-I.F. PAYMENTS UNDER THE LEASE

Excess Utility Charges

PHA Policy

When applicable, families will be charged for excess utility usage according to the PHA's current posted schedule. Notices of excess utility charges will be mailed monthly and will be in accordance with requirements regarding notices of adverse actions. Charges are due and payable 14 calendar days after billing. If the family requests a grievance hearing within the required timeframe, the PHA may not take action for nonpayment of the charges until the conclusion of the grievance process.

Nonpayment of excess utility charges is a violation of the lease and is grounds for eviction.

The PHA may grant requests for relief from surcharges from excess utility consumption of PHA-furnished utilities as a reasonable accommodation where the PHA deems an exception is appropriate to meet the needs of elderly, ill, or disabled residents. In determining whether to grant this request, the PHA will consider special factors affecting utility usage that are not within the control of the resident, such as the need for medical equipment. Residents may request relief in accordance with Section 2-II.C. of this ACOP. The PHA will process such requests in accordance with Section 2-II.E. of this ACOP.

Notice of the availability of procedures for requesting relief (including the PHA representative with whom initial contact may be made by the resident) and the PHA's criteria for granting requests, will be included in each notice to residents of changes in utility allowances or surcharges as well as to new residents as part of the lease orientation.

8-I.G. MINIMUM HEATING STANDARDS [Notice PIH 2018-19]

PHAs in states, territories, or localities with existing minimum heating standards must use their respective local standards for public housing dwelling units. For PHAs where state or local minimum heating standards do not exist, PHAs must use the HUD-prescribed heating standards specified in Notice PIH 2018-19.

PHA Policy

The PHA is located in an area where state or local residential heating standards exist and will utilize those standards for public housing units. Therefore, the PHA's minimum heating standards are as follows:

Minimum temperature:

If the PHA controls the temperature, the minimum temperature in each unit must be at least 68 degrees Fahrenheit. If the resident controls the temperature, the heating equipment must have the capability of heating to at least 68 degrees Fahrenheit.

8-III.D. INSPECTION RESULTS

Emergency Repairs [24 CFR 966.4(h)]

PHA Policy

~~When conditions in the unit are hazardous to life, health, or safety, the PHA will make repairs or otherwise abate the situation within 24 hours.~~

~~Defects hazardous to life, health or safety include, but are not limited to, the following:~~

~~Any condition that jeopardizes the security of the unit~~

~~Major plumbing leaks or flooding, waterlogged ceiling or floor in imminent danger of falling~~

~~Natural or LP gas or fuel oil leaks.~~

~~Any electrical problem or condition that could result in shock or fire~~

~~Absence of a working heating system between October 1 – April 30~~

~~Utilities not in service, including no running hot water and refrigerator~~

~~Conditions that present the imminent possibility of injury~~

~~Obstacles that prevent safe entrance or exit from the unit~~

~~Absence of a functioning toilet in the unit~~

~~Inoperable smoke detectors~~

Loss of utilities or power

Natural gas leak or smell of gas fumes

Severe plumbing problems (water leaks) that can cause damage

Unsecured Entrance

- Includes broken windows on first floor

Absence of working heating system between October 1 – April 30

Inoperable elevators

Inoperable smoke detector or carbon monoxide detector

Sewage stoppage or back up when only 1 toilet is present in unit

No water

Fire

Lock out

Chapter 9- Reexamination

9-I.C. SCHEDULING ANNUAL REEXAMINATIONS

PHA Policy

If the family transfers to a new unit, the PHA will not perform a new annual reexamination. The lease date and annual will not coincide.

9-III.C. CHANGES AFFECTING INCOME OR EXPENSES

Family-Initiated Interim Reexaminations

Required Reporting

PHA Policy

The PHA will only conduct ~~interim~~ reexaminations for families that qualify for the earned income disallowance (EID), and only when the EID family's rent will change as a result of the increase. In all other cases, the PHA will ~~note the information in the tenant file, but will not conduct an interim reexamination~~

Optional Reporting

PHA Policy

If a family reports a change that it was not required to report and that would result in an increase in the tenant rent, the PHA will ~~note the information in the tenant file, but will not conduct an interim reexamination~~ conduct an interim reexamination. See Section 9-III.D. for effective dates.

PART IV: RECALCULATING TENANT RENT

9-IV.C. NOTIFICATION OF NEW TENANT RENT

PHA Policy

The notice to the family will include the ~~the annual and adjusted income amounts that were used to calculate the tenant rent~~ type of certification conducted, total resident rent, and the effective date of the change.

Chapter 10- Pets

10-I.B. APPROVAL OF ASSISTANCE ANIMALS [Notice FHEO 2020-01]

General Considerations

PHA Policy

For an animal to be excluded from the pet policy and be considered a support animal, there must be a person with disabilities in the household, there must be a disability-related need for the animal, and the family must request and the PHA approve a reasonable accommodation in accordance with the criteria outlined in Notice FHEO 2020-01 and the policies contained in Chapter 2.

10-I.C. CARE AND HANDLING

PHA Policy

~~Residents are responsible for feeding, maintaining, providing veterinary care, and controlling their and their animal's behavior. A resident may do this on his or her own or with the assistance of family, friends, volunteers, or service providers.~~

PART IV: PET DEPOSITS AND FEES IN GENERAL OCCUPANCY DEVELOPMENTS

10-IV.D. OTHER CHARGES

Pet Waste Removal Charge

PHA Policy

A separate pet waste removal charge of \$ ~~40.00~~ 15.00 per occurrence will be assessed against pet owners who fail to remove pet waste in accordance with this policy.

Notices of pet waste removal charges will be in accordance with requirements regarding notices of adverse action. Charges are due and payable 14 calendar days after billing. ~~If the family requests a grievance hearing within the required timeframe, the PHA may not take action for nonpayment of the charge until the conclusion of the grievance process.~~

Chapter 12- Transfer Policy

12-I.B. EMERGENCY TRANSFERS

12-I.C. EMERGENCY TRANSFER PROCEDURES

PHA Policy

If the emergency transfer is necessary to protect a victim of domestic violence, dating violence, sexual assault, or stalking, the PHA will follow procedures outlined in Exhibit 16-4.

PART III: TRANSFERS REQUESTED BY TENANTS

12-III.F. HANDLING OF REQUESTS

PHA Policy

In order to request the emergency transfer under VAWA, the resident will be required to submit an emergency transfer request form (HUD-5387) (Exhibit 16-1 of this ACCP). The PHA may, on a case-by-case basis, waive this requirement and accept a verbal request in order to expedite the transfer process. If the PHA accepts an individual's statement, the PHA will document acceptance of the statement in the individual's file in accordance with 16-VII.D. of this ACCP. Transfer requests under VAWA will be processed in accordance with the PHA's Emergency Transfer Plan (Exhibit 16-3). In case of a reasonable accommodation transfer, the PHA will encourage the resident to make the request in writing using a reasonable accommodation request form. However, the PHA will consider the transfer request any time the resident indicates that an accommodation is needed whether or not a formal written request is submitted.

PART IV: TRANSFER PROCESSING

12-IV.B. TRANSFER LIST

PHA Policy

Spousal Family

12-IV.C. TRANSFER OFFER POLICY

PHA Policy

In the case of a split transfer, the persons who would be the original and new family head of household (HOH) must both be listed on the most recent lease and the family must be oversubsidized according to the PHA's occupancy standards.

12-IV.F. REEXAMINATION POLICIES FOR TRANSFERS

PHA Policy

The reexamination date will not be changed to the first of the month in which the transfer took place. The reexamination date will remain the first of the month of the original move-in date.

Chapter 13- Lease Terminations

Over-Income Families [24 CFR 960.261; FR Notice 7/26/18; Notice PIH 2019-11]

The Housing Opportunity Through Modernization Act (HOTMA) of 2016 placed an income limitation on public housing tenancies. The over-income requirement states that a tenant's family's adjusted income has exceeded 120 percent of area median income (AMI) for a different limitation established by the secretary) for two consecutive years, the PHA must either terminate the family's tenancy within six months of the determination, or charge the family a monthly rent that is the higher of the applicable fair market rent (FMR) or the amount of monthly subsidy for the unit, including a amount from the operating and capital funds, as determined by regulation.

Notice PIH 2019-11 also requires that PHAs publish over-income limits in their ACCP and update them no later than 60 days after HUD publishes new income limits each year. The over-income limit is calculated by multiplying the very low-income limit (VLI) by 2.4, as adjusted for family size. PHAs also have discretion, under 24 CFR 960.261, to adopt policies allowing termination of tenancy for families whose income exceeds the limit for program eligibility. Such policies would exempt families participating in the Family Self-Sufficiency (FSS) program or currently receiving the earned income disallowance.

PHA Policy

At annual or interim reexamination, if a family's adjusted income exceeds the applicable over-income limit, the PHA will document the family file and begin tracking the family's over-income status.

If one year after the applicable annual or interim reexamination the family's income continues to exceed the applicable over-income limit, the PHA will notify the family in writing that their income has exceeded the over-income limit for one year, and that if the family continues to be

over-income for 12 consecutive months, the family will be subject to the PHA's over-income policies.

If two years after the applicable annual or interim reexamination the family's income continues to exceed the applicable over-income limit, the PHA will charge the family a rent that is the higher of the applicable fair market rent (FMR) or the amount of monthly subsidy for the unit. The PHA will notify the family in writing of their new rent amount. The new rent amount will be effective 30 days after the PHA's written notice to the family.

If, at any time, an over-income family experiences a decrease in income, the family may request an interim redetermination of rent in accordance with PHA policy. If, as a result, the previously over-income family is now below the over-income limit, the family is no longer subject to over-income provisions as of the effective date of the recertification. The PHA will notify the family in writing that over-income policies no longer apply to them. If the family's income later exceeds the over-income limit again, the family is entitled to a new two-year grace period.

The PHA will begin tracking over-income families once these policies have been adopted, but no later than March 14, 2019.

The PHA will not exist or terminate the tenancies of families whose income exceeds the income limit for program eligibility as described at 24 CFR 960.261.

The PHA will rely on the following over-income limits. These numbers will be updated within 50 days of HUD publishing new income limits each year and will be effective for all annual and interim reexaminations once these policies have been adopted.

Family Size	1	2	3	4	5	6	7	8
Over-income Limit	57,120	65,280	73,440	81,600	89,760	97,920	106,080	114,240

For families larger than 8 persons, the over-income limit will be calculated by multiplying the applicable very-low income limit by 2.4.

13-IV.D. LEASE TERMINATION NOTICE [24 CFR 966.4(i)(3)]

Formal Delivery, and Content of the Notice

PHA Policy

If the PHA offers remote hearings, the notice will also state that the resident may request a remote hearing.

If the PHA will require that the hearing be conducted remotely, as the time the notice is sent to the resident informing them of the right to request a hearing, the resident will be notified that the hearing will be conducted remotely. The resident will be informed of the processes involved in a remote hearing and that the PHA will provide technical assistance, if needed, before the hearing.

Chapter 14- Grievances

14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58]

Notice of Denial [24 CFR 960.208(a)]

PHA Policy

If applicable, the PHA's notice of denial will include information about regulated or requested remote informal hearings.

Remote Informal Hearings

0000058

PHA Policy

As an alternative to in person informal hearings, the PHA may conduct remote informal hearings when more acceptable and accessible.

All PHA policies and processes for remote informal hearings will be conducted in accordance with due process requirements and compliance with HUD regulations.

The PHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.

In addition, the PHA will conduct an informal hearing remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the informal hearing, or if the applicant believes an in-person informal hearing would create an undue health risk. The PHA will consider other reasonable requests for a remote informal hearing on a case-by-case basis.

Conducting Remote Informal Hearings

The PHA must ensure that the applicant has the right to hear and be heard:

PHA Policy

The PHA will conduct remote informal hearings via telephone conferencing call-in or via videoconferencing. If the informal hearing will be conducted via videoconferencing, the PHA will ensure that all applicants, applicant representatives, PHA representatives, and the person conducting the informal hearing can adequately access the platform (i.e., hear, be heard, see, and be seen).

If any applicant, applicant representative, PHA representative, or person conducting the informal hearing is unable to effectively utilize the videoconferencing platform, the informal hearing will be conducted by telephone conferencing call-in. Witness testimony may be accepted via telephone call-in.

Whether the informal hearing is to be conducted via videoconferencing or telephone call-in, the PHA will provide all parties log-in information and/or conferencing call-in information before the informal hearing.

14-III.D. INFORMAL SETTLEMENT OF GRIEVANCE [24 CFR 966.54]

The informal settlement may be conducted remotely as required by the PHA, or may be conducted remotely upon consideration of the request of the tenant. See 14-III.C) for description of the PHA's definitions of *remotely*.

14-III.E. SELECTION OF HEARING OFFICER [24 CFR 966.53(e)]

The PHA will appoint a staff member who was not involved in the decision under appeal. If a designated staff member (such as the program manager) was involved in the decision, or is a subordinate of such person, an alternate hearing officer will be selected.

The PHA may select designated staff members who were not involved in the decision under appeal in certain circumstances, such as appeals involving discrimination claims or denials of requests for reasonable accommodations.

14-III.G. REMOTE HEARINGS

The PHA has the option to conduct hearings remotely. The PHA's essential responsibility is to ensure hearings meet the requirements of due process and comply with HUD regulations. Therefore, all PHA policies and processes for remote hearings will be conducted in accordance with due process requirements and in compliance with HUD regulations.

PHA Policy

As an alternative to in person informal hearings, the PHA may conduct remote informal hearings when more acceptable and accessible.

The PHA has the sole discretion to require that hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. In addition, the PHA will conduct a hearing remotely upon request as a reasonable accommodation for a person with a disability, if a tenant does not have child care or transportation that would enable them to attend the hearing, or if the tenant believes an in-person hearing would create an undue health risk. The PHA will consider other reasonable requests for a remote hearing on a case-by-case basis.

Discovery of Documents Before the Remote Hearing

PHA Policy

If the hearing will be conducted remotely, the PHA will compile a hearing packet, consisting of all documents the PHA intends to produce at the hearing. The PHA will mail copies of the hearing packet to the tenant, the tenant's representatives, if any, and the hearing officer at least three days before the scheduled remote hearing. The original hearing packet will be in the possession of the PHA representative and retained by the PHA.

If the hearing is to be conducted remotely, the PHA will require the resident to provide any documents directly relevant to the hearing at least 24 hours before the scheduled hearing. The PHA will scan or email copies of these documents to the hearing officer and the PHA representative the same day they are received.

Documents will be shared electronically whenever possible.

Conducting Hearings Remotely

PHA Policy

In conducting any hearing remotely, the PHA shall ensure due process and that all parties are able to have full access to the hearing.

The PHA will conduct remote hearings via telephone conferencing call-in or via videoconferencing. If the hearing will be conducted via videoconferencing, the PHA will ensure that all tenants, tenant's representatives, advocates, witnesses, PHA representatives, and the hearing officer can a) remotely access the platform (i.e., hear, be heard, see, and be seen). Witnesses may testify by telephone call-in.

If any tenant, tenant representative, advocate, witness, PHA representative, or the hearing officer is unable to effectively utilize the videoconferencing platform, the hearing will be conducted by telephone conferencing call-in.

Whether the hearing is to be conducted via videoconferencing or telephone call-in, the PHA will provide all parties login information and/or telephone call-in information before the hearing.

Chapter 15- Program Integrity

15-ILC. PHA-CAUSED ERRORS OR PROGRAM ABUSE

Prohibited Activities

PHA Policy

Committing sexual harassment or other harassment based on race, color, religion, national origin, familial status, disability, sexual orientation, or gender identity, either quid pro quo (supervisory harassment) or hostile environment

Allowing sexual harassment or other harassment based on race, color, religion, national origin, familial status, disability, sexual orientation, or gender identity, either quid pro quo (supervisory harassment) or hostile environment, where the PHA knew or should have known such harassment was occurring

Retaliating against any applicant, resident, or staff reporting sexual harassment or other harassment based on race, color, religion, national origin, familial status, disability, sexual

orientation, or gender identity, either quid pro quo (superiority harassment) or hostile environment

Chapter 16- Program Administration

PART VII: VIOLENCE AGAINST WOMEN ACT (VAWA): NOTIFICATION, DOCUMENTATION, AND CONFIDENTIALITY

16-VII.C. NOTIFICATION [24 CFR 5.2005(a)]

Notification to Applicants and Tenants [24 CFR 5.2005(a)(1)]

or by having the victim come to an office or other space that may be safer for the individual, making reasonable accommodations as necessary. For example, the PHA may decide not to send mail regarding VAWA protections to the victim's unit if the PHA believes the perpetrator may have access to the victim's mail, unless requested by the victim.

When discussing VAWA with the victim, the PHA will take reasonable precautions to ensure that no one can overhear the conversation such as having conversations in a private room.

The victim may, but is not required to, designate an attorney, advocate, or other secure contact for communications regarding VAWA protections.

16-VII.D. DOCUMENTATION [24 CFR 5.2007]

PHA Policy

In determining whether to extend the deadline, the PHA will consider factors that may contribute to the victim's inability to provide documentation in a timely manner, including cognitive limitations, disabilities, limited English proficiency, absence from the unit, administrative delays, the danger of further violence, and the victim's need to address health or safety issues. Any extension granted by the PHA will be in writing.

Once the victim provides documentation, the PHA will acknowledge receipt of the documentation within 10 business days.

Conflicting Documentation [24 CFR 5.2007(e)]

When requesting third-party documents, the PHA will provide contact information for local domestic violence and legal aid offices. In such cases, applicants or tenants will be given 30 calendar days from the date of the request to provide such documentation.

If the PHA does not receive third-party documentation within the required timeframe (and any extensions) the PHA may deny VAWA protections and will notify the applicant or tenant in writing of the denial. If, as a result, the applicant or tenant is denied or terminated from the program, the PHA will hold separate hearings for the applicants or tenants.